



**CITY OF CHICO**  
**BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)**

Regular Meeting Agenda  
March 25, 2013, 6:30 pm  
Municipal Center - 421 Main Street, Council Chamber

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*Materials related to an item on this Agenda are available for public inspection in the Park Division Office at 965 Fir Street during normal business hours or online at <http://www.chico.ca.us/>.*

**1. REGULAR COMMISSION MEETING**

- 1.1. Call to Order
- 1.2. Roll Call

**2. CONSENT AGENDA**

All matters listed under the Consent Agenda are to be considered routine and enacted by one motion.

- 2.1. Approval of Meeting Minutes

**Action:** Approve minutes of BPPC held on 2/25/13.

- 2.2. Permit Application for the Chico Artisans Faire, May 4-5, 2013.

Applicant requests a permit to host art, craft and entertainment faire in City Plaza May 4-5, 2013. BPPC approval is required for requests of park areas for multiple days and for more than ten hours.

**Recommendation:** *Approval of the permit with conditions.*

- 2.3. Permit the 21<sup>st</sup> Annual Hooked on Fishing Derby.

Applicant requests a permit to host a fishing derby in Upper Park at Horseshoe Lake on 06/01/13. BPPC approval is required for public event at intensive use areas and to allow the stocking of the lake with approximately 10,000 lbs of catfish. **Recommendation:** *Approval of permit with conditions.*

- 2.4. Permit the 17<sup>th</sup> Annual Pumpkinhead Contest.

Applicant requests a permit to host the annual pumpkin head contest at City Plaza on 10/19/13 and anticipates approximately 500 people. Requests of reserved areas for more than ten hours require BPPC approval. **Recommendation:** *Approval of permit with conditions.*

- 2.5. Permit the 7<sup>th</sup> Annual Hooker Oak ¼ and ½ Marathon.

Applicant requests a permit to host a run in Middle and Upper Park on 10/06/13. The request to use trails in Bidwell Park that are not considered intensive use areas require BPPC consideration.

**Recommendation:** *Approval of permit with conditions.*

- 2.6. Permit the Sunrise Service at the Cross in Middle Park on March 31, 2013.

Applicant requests a permit to hold a sunrise service at the cross near Parking Area B in Middle Park on Sunday, 03/31/13. The request to host a public event in a non-intensive use area requires BPPC approval. **Recommendation:** *Approval of permit with conditions.*

**ITEMS REMOVED FROM CONSENT** – if any

**3. NOTICED PUBLIC HEARINGS** - None

**4. REGULAR AGENDA**

- 4.1. Bidwell Bowl Amphitheatre Renovation Proposal

Parks Staff have been working with students and faculty with the Concrete Industry Management (CIM) Program at California State University, Chico to examine the potential to revitalize the Bidwell Bowl Amphitheater (built in 1938). CIM proposes to complete demonstration projects to design, create, and

install some replacement benches and add a protective coating on the stage area. In addition, CIM will analyze and design a 4 year plan in cooperation with the City of Chico Park Division.

**Recommendation:** 1) *approval of a demonstration project (for benches and the stage); and 2) conceptual approval to proceed with the development of an overall design for BPPC review.*

4.2. Consideration of Park-Related Community Organization Funding Request (FY 2013-14)

As part of the City's Community Organization Funding Program, any applications which propose use of City park facilities or operate in City parks are provided to the Bidwell Park and Playground Commission (BPPC) for acceptance. The applications are then forwarded to the Finance Committee for recommendations to the City Council on funding allocations for Fiscal Year 2013-14.

4.3. Discussion and Approval of the 2013 - 2014 BPPC Biennial Work Plan Priorities.

Staff has compiled Work Plan Priorities submitted by BPPC members. This compilation will be presented for discussion and review. **Recommendation:** Staff requests BPPC's finalization of the 2013 -2014 Biennial Work Plan Priorities for submittal to the City Council in August.

**5. BUSINESS FROM THE FLOOR**

Members of the public may address the Commission at this time on any matter not already listed on the agenda; comments are limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.

**6. REPORTS**

Items provided for the Commission's information and discussion. No action can be taken on any of the items unless the Commission agrees to include them on a subsequent posted agenda.

6.1. Tree Committee Report – Chair Ober

6.2. Urban Forest Manager's Report - Denice Britton, Urban Forest Manager

6.3. Park and Natural Resources Manager's Report - Dan Efseaff, Park and Natural Resource Manager.

**7. ADJOURNMENT**

Adjourn to the next regular meeting on April 29, 2013 at 6:30 p.m. in the Council Chamber of the Chico Municipal Center building (421 Main Street, Chico, California).



Please contact the Park Division Office at (530) 896-7800 if you require an agenda in an alternative format or if you need to request a disability-related modification or accommodation. This request should be received at least three working days prior to the meeting.

**CITY OF CHICO**  
**BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)**  
Minutes of  
February 25, 2013 Regular Meeting

**1. REGULAR COMMISSION MEETING**

**1.1. Call to Order**

Vice Chair Moravec called the meeting to order at 6:35 pm.

**1.2. Roll Call**

**Commissioners Present:**

Mary Brentwood  
Mark Herrera  
Jim Moravec  
Rich Ober  
Janine Rood

**Commissioners Absent:**

Lisa Emmerich  
Drew Traulsen

**Staff present:** Dan Efseaff (Park and Natural Resource Manager), Ruben Martinez (General Services Director), Denice Britton (Urban Forest Manager), and Lise Smith-Peters (Park Services Coordinator).

**1.3. Recognition of former Commissioners Jim Mikles and Clay Craig**

Recognition of former Commissioners was given. Neither Commissioner was present and certificates will be delivered to them. Jim Mikles served from 2010 through 2012 and Clay Craig served from 2011 through 2012.

**1.4. Special Presentation: Slideshow of Bidwell Park presented at the Induction of Bidwell Park into the California Parks and Recreation Society Hall of Honor.**

This DVD footage of Bidwell Park was shown during the California Park and Recreation Society District 2's Hall of Honor Induction dinner in Folsom, California on February 22, 2012 as part of Park and Natural Resource Manager Dan Efseaff's presentation.

**2. CONSENT AGENDA**

All matters listed under the Consent Agenda are to be considered routine and enacted by one motion.

**2.1. Approval of Meeting Minutes**

**MOTION:** Approve Minutes from the 1/28/13 meeting as submitted. **MADE BY:** Ober. **SECOND:** Rood. **AYES:** 5 (Brentwood, Herrera, Moravec, Ober and Rood). **NOES:** 0. **ABSENT:** 2 (Emmerich and Traulsen)

**ITEMS REMOVED FROM CONSENT –**

**2.2. Consideration of Chico Area Recreation District's (CARD) request to waive reservation and vendor fees for 2013 permits.**

Commissioner Brentwood requested that CARD's request to waive reservation and vendor fees for the Spring Jamboree; 4th of July Community Celebration; and Pastels on the Plaza be removed from the consent agenda. She inquired as to whether there are additional costs

involved with these events that will not be recouped due to waiving the fees. Park and Natural Resource Manager Efseaff reported the Park Division and CARD work closely together because of their leasing park land and CARD events are self-supporting and free to the public.

**MOTION:** Approve CARD's request to waive the reservation and vendor fees for the Spring Jamboree; 4th of July Community Celebration; and Pastels on the Plaza. The applicant will pay the other required fees. submitted. **MADE BY:** Ober. **SECOND:** Rood. **AYES:** 5 (Brentwood, Herrera, Moravec, Ober and Rood). **NOES:** 0. **ABSENT:** 2 (Emmerich and Traulsen)

**3. NOTICED PUBLIC HEARINGS - None**

**4. REGULAR AGENDA**

**4.1. Consideration of a Permit Application for a 5k Obstacle Course in Lower Park –**

MMX Racing, Inc. requested a permit to host a 5K obstacle course in Lower Park on Saturday, June 8, 2013. This will be the first year the applicant has held this event and anticipates approximately 300-500 participants. Applicant Jerrad Fisher met with Park staff for planning considerations prior to bringing it to the Commission. The applicant answered questions and discussion focused on the impacts to other park users not participating in the event. Commissioners indicated concern about the potential for user conflicts, impact to the Park, the number of spectators, potential for blocking the two roads; and fall material for the wall obstacles. The applicant stated that mattresses would be used next to the obstacle walls to help cushion the falls. Parks and Natural Resources Manager Efseaff stated the picnic site parking areas are not intensive use areas and so would not offer much opportunity for people to be off of the two Lower Park roads. The applicant said that volunteers would help manage spectators.

Commissioner Rood inquired as to whether the Hwy 99 construction would be finished prior to this event and if another location had been considered? Mr. Fisher stated that the release of participants in waves would help reduce congestion and that other locations such as Cedar Grove would involve too many people in the same area would have crowding issues. The Park's Master Management Plan was consulted for guidance. The BPPC moved to not approve the permit (4-1-2 absent) due to the impact on Park users.

From the Public: Mario Barrajas – stated that he liked the idea of bring people to town for this type of even and that he had enjoyed visiting Pleasanton for the Tough Mudder event.

**MOTION:** Reject the application to hold a 5k Obstacle Course event in Lower Park. **MADE BY:** Brentwood. **SECOND:** Ober. **AYES:** 4 (Brentwood, Moravec, Ober and Rood). **NOES:** 1 (Herrera). **ABSENT:** 2 (Emmerich and Traulsen).

**4.2. Finalization of 2013 Committee Assignments and Chairs.**

BPPC members serve on the Policy Advisory, Natural Resources, Street Trees Committees and the City's ad hoc Bicycle Advisory Committee. Assignments are at the BPPC Chair's prerogative with staff recommendations. New committees and calendar of meetings was discussed and no action was needed.

**4.3. Introduction to the 2013 - 2014 BPPC Biennial Work Plan Priorities (Informational Only).**

Staff provided a brief update on past priorities and discussed the overall process for the developing the new BPPC Biennial Work Plan Priorities for 2013-2014. Parks and Natural Resources Manager Efseaff reported that the current Workplan is a large list with many items in progress and that for items to be added that some may have to be dropped due to staffing and resources, The Council will have to approve the new Workplan and that fiscal impacts will be

noted. Commissioner Ober encouraged the BPPC to consider new items for the Workplan however since this is the time to add and subtract items.

From the public: .Park neighbor Bruce Norlie requested that the BPPC consider restoring the area at the east end of Woodland Avenue, where a large oak tree fell and crushed a CalTrans fence. He encouraged the Park Division to work with CalTrans on the area that is an entrance into Bidwell Park and is part of the Cal-Trans Right of Way. Mr. Norlie also said that he would be amenable to helping support the project.

## 5. BUSINESS FROM THE FLOOR

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Woody Elliott inquired about the rogue trail that had been built by Park users in the early summer and found by Park staff. Park and Natural Resource Manager Efseaff reported that elements of the trail were decommissioned and the ends of the trail had been closed off. Staff discussed the issue with police and looked into possible criminal charges. He also inquired about an area on the southside of Bidwell Park past the Ten Mile House Road gate. It resembles a mudslide. Staff indicated that they were aware of the slide and would have more information at a future meeting.

## 6. REPORTS

Items provided for the Commission's information and discussion. No action can be taken on any of the items unless the Commission agrees to include them to a subsequent posted agenda.

### 6.1. Urban Forest Manager's Report - Denice Britton, Urban Forest Manager

Urban Forest Manager Britton gave her monthly report noting that Bidwell Bowl is still being plagued by vandalism and that benches are repaired on a regular basis. The Tree crew removed a damaged tree in the Hwy 99/Woodland Avenue area. Mitigation oak trees in Belvedere Heights are thriving and protections used to establish the trees early on have been removed to help them prosper. The City will celebrate Arbor Day on March 7 at Emma Wilson Elementary and there will be a Tree Committee meeting this month.

### 6.2. Park and Natural Resources Manager's Report - Dan Efseaff, Park and Natural Resource Manager.

Parks and Natural Resources Manager Efseaff reported that the Outside Recreation Advocacy, Inc. had submitted their exclusive use days for the Peregrine Point Disc Golf Course for 2013. Park staff has continued removing telephone pole barricades and replacing with splitrail. A new ranger Eric Willadsen has joined the Park staff. On March 12th Park staff will conduct Volunteer Training for Park Watch, Trail and Crew Leader programs.

## 7. ADJOURNMENT

Adjourn to the next regular meeting on March 25, 2013 at 6:30 p.m. in the Council Chamber of the Chico Municipal Center building (421 Main Street, Chico, California).

Date Approved:    /    /   .

Prepared By: \_\_\_\_\_

\_\_\_\_\_  
Lise Smith-Peters, Park Services Coordinator

\_\_\_\_\_  
Date

Distribution: BPPC



DATE: March 12, 2013  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Jessica Erdahl, Senior Park Ranger  
SUBJECT: Permit Application for the Chico Artisans Faire, May 4-5, 2013.

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## Recommendation

Staff recommends approval of the permit with conditions.

## Report in Brief

Applicant requests a permit to host an arts and crafts faire at City Plaza, May 4 - 5<sup>th</sup>, 2013. This will be the 42<sup>nd</sup> year Cycle Productions has held this event and they anticipate approximately 1,000 participants per day. They will reserve City Plaza on Friday, May 3rd, 3:00 p.m. for setup and host the event over the weekend, May 4-5th, from 10:00 a.m. to 5:00 p.m. Additionally, they have requested to stage a security guard at the site overnight (Friday-Saturday) for security purposes.

This application requires BPPC consideration as the applicant is requesting to host a multiple day event, therefore requesting the use of the reserved area for multiple days and for more than 10-hours.

Staff recommends the following conditions:

1. Obtain a street closure permit from Traffic Engineering and adhere to all of the conditions of the permit if any of the outer Plaza sidewalks or adjacent streets are to be utilized for the event. Applicant to furnish and install all barricades, signs and traffic control devices.
2. Submit a vendor list at least two weeks in advance of scheduled event.
3. All trash and litter will be cleaned up immediately after the event.
4. No signs to be attached or hung from trees, tree barriers, or vegetation and to be removed immediately after the event.
5. No vehicles shall be permitted within the interior of the City Plaza.
6. Applicant to arrange for a California Contractors State Licensed electrician to hook into 100 amp electrical.
7. Applicant to contact the General Services Department to obtain bags for parking meters for vendor loading and unloading only.
8. Applicant to pay vendor fee (\$5.50 per vendor) to the Park Division at the conclusion of the event.

## Distribution:

Stephen Rooney

## Attachments:

Application and permit for park use for the 42<sup>nd</sup> Annual Chico Artisans Faire



# City of Chico

## APPLICATION & PERMIT FOR PARK USE

General Services Department - Park Division  
965 Fir Street/P.O. Box 3420  
Chico, CA 95927-3420  
(530) 896-7800 Fax: (530) 895-4731

Type of Event:	
PUBLIC <input checked="" type="checkbox"/>	PRIVATE <input type="checkbox"/>

### SECTION 1 - APPLICANT INFORMATION

Must be 18 or older • No glass beverage containers • Application fee due upon submittal •

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

PLEASE PRINT:

Stephen Rooney  
Name of Applicant/Contact Person

Circle Productions  
Organization Name (if applicable)

42<sup>nd</sup> annual Chico Artisans Faire  
Description of Event: (family BBQ, walk/run, describe below if needed)

May 4 + 5 w/set-up Fri. May 3  
Day and Date of Event:

From: Fri. May 3 3pm - 7:30pm To: Sun. May 5 9pm - dark  
Total Time Needed for Set-up, Event, and Clean-up

From: 10 am To: 5 pm 21000  
Time of Event Only Number of people

E-mail address: [REDACTED]  
Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to approval.



Contact Phone # Alternat Phone #

#### AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
  - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area  Meadow
  - Electricity (15 amp)  100 amp Electrical Service tables, restroom area (circle)  Water (public events only)
- Children's Playground
  - Electricity (15 amp)-Pick up key on: \_\_\_\_\_ between 8:00 AM-4:30 PM
  - Water (public events only)  100 amp Electrical Service
- City Plaza (Additional fees may apply)
  - Electricity (15 amp)  100 amp Electrical Service ?
  - Event Restrooms  Water (public events only)
  - Fountain - Off  Fountain - Off
  - Meter Bags # \_\_\_\_\_  Sound Curtain

- Council Ring
  - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
- Oak Grove A  Oak Grove B
  - Sycamore Way Parking Lot Closure-Public Events ONLY
  - Electricity (15 amp) tables, trees, parking area, restroom area
  - Band Stand (15 amp) (circle above)
  - BBQ-Pick up key on: \_\_\_\_\_ between 8:00 AM - 4:30 PM
- Depot Park
  - Electricity (15 amp)
- Lower Bidwell Park (public events only): \_\_\_\_\_
- Upper Bidwell Park (public events only): \_\_\_\_\_
- Other (specify) (public events only): \_\_\_\_\_
- Early Entrance Needed (public events only) Yes No

Additional Description of the Event: Fine Arts & Hand crafted wares with entertainment. Highly anticipated annual free event

**FOR PARK RANGER ASSISTANCE during the event, CALL 530-897-4900 (Police Department Dispatch)**

### SECTION 2 - PERMIT FEES

Call Park Office at 896-7800 for availability of park areas and fee schedule 80.020

- Application Fee \$ 18.50 (Non-Refundable)
- Reservation Fee \$ 290.00 (\$10.50 minimum, please call for quote)
- Insurance Fee \$ 39.00 (\$39.00 to process outside insurance)
- Vendor Fee # \_\_\_\_\_ \$ \_\_\_\_\_ (\$5.50 per vendor) *to be paid after event*
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up after event)
- Early Entrance Fee \$ \_\_\_\_\_ (\$31.50/hr, public events only)
- Additional Park Use Fees \$ \_\_\_\_\_ (see fee schedule)

Additional fees for City Plaza use:	
Event Restrooms	<u>2</u> x (\$92.00) = \$ <u>184.00</u>
100 amp Electrical (electrician required)	<u>2</u> x (\$29.00) = \$ <u>58.00</u>

Total Fee Required: \$ 689.50

Fee due upon submittal of application \* Make Checks Payable to: City of Chico

City of Chico Cash Receipt No. CR363390 Payment Method: CK 5141 Date: 3/4/13 Received By: TR

5/3 \$10.50 5/4-5/5

Office Distribution:	Permit File (original) Park Field Supervisor	Park Ranger 1 Park Ranger 2	Senior Park Ranger Landscape Inspector.	Applicant Risk Management (e-mail)	Email(Various) 920 Fund
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## SECTION 3

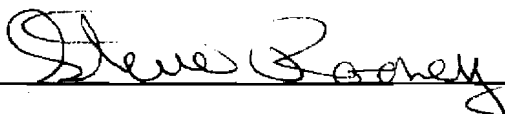
# CONDITIONS FOR PARK USE

**You Are Responsible for Knowing the Park Rules. Please Observe the Following:**

- Alcohol** Alcohol is not permitted in any City Park or Playground.
- BBQ's** Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
- Bicycles** Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
- Bounce Houses** Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
- Campfires** No campfires allowed.
- Camping** No overnight camping allowed. Bidwell Park is a "day use park" only.
- Clean up** Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
- Damages** Any damage to City property as a result of this event will be repaired at permittee's expense.
- Dogs** Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times dogs must be on a leash. Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. *Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.*
- Electrical** All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
- Fishing** **Big Chico Creek:** Check California Fish and Game Regulations, <http://www.dfg.ca.gov/regulations/>, Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations, (20) Big Chico Creek.  
**Horseshoe Lake:** Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
- Gate Closures** Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See [www.ci.chico.ca.us/general\\_services\\_department/park\\_division/gate\\_closing\\_hours.asp](http://www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp)
- Glass** No glass beverage containers allowed in any City Park or Playground.
- Horses** Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
- Noise** No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
- Park Closures** Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
- Signs/Defacing** Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
- Smoking** No smoking in Upper Park from May 1st - November 1<sup>st</sup>. No smoking in City Plaza or Caper Acres any time.
- Swimming** While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
- Vegetation** No taking, cutting or injury of any vegetation in the Park is allowed.
- Vehicle Traffic**
- While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.
  - Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.
  - Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.
  - No vehicles are permitted to travel or park on grass areas.

**\*I have read and agree to conform to the above rules and conditions:**

Signed: \_\_\_\_\_





**SECTION 4 - INSURANCE**

(to be determined by Park Office)

**INSURANCE REQUIREMENTS ARE APPLICABLE TO:**

Insurance Required

Not Required

- (1) All Public Events per Title 12R.08.240, and/or
- (2) All Events Public or Private where:
  - (a) Amplified sound is used, or
  - (b) The number of people participating amount to 100 or more.

If insurance is required for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at [riskmanagement@ci.chico.ca.us](mailto:riskmanagement@ci.chico.ca.us). Insurance may also be purchased through the City.

If insurance is required, Certificate of Insurance, meeting City standards must be received by:

Organization Named on Certificate of Insurance Steve Rooney / Cycle Productions

Permittee shall supply, at least two (2) weeks in advance of the scheduled event, a Certificate of Insurance issued by a company licensed to do business in California with a Best's Insurance Guide rating of "B" or better ("A" rated if Company is unlicensed) which provides evidence of comprehensive and general liability coverage in the amount of \$1,000,000 combined single limit, with policy endorsements as follows:

- (1) Identification of permit applicant, identification of event, date of event.

**NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:**

- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage", standard Certificate of Insurance cancellation language is not acceptable

**Please Note:** Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event

**SECTION 5 - ACCEPTANCE OF CONDITIONS**

In signing this Permit, I agree to indemnify and hold the City of Chico and/or the Bidwell Park and Playground Commission free and clear of all claims of damage for injury to persons or property occurring in, upon or about Bidwell Park, and arising from my use of the park as noted above, and to defend any action against the City of Chico resulting from any such claim, without cost to the City.

\*I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, will comply with the attached "Conditions for Park Use", will adhere to any additional conditions set forth by this permit, and supplied true and correct information herein to the best of my knowledge and belief.

X Steve Rooney  
Signature of Applicant

X Feb. 5, 2013  
Date

**RETURN THIS FORM TO:**

City of Chico - Park Division  
965 Fir Street  
Chico, CA 95928

FAX 530-895-4731 or email to [Parkinfo@ci.chico.ca.us](mailto:Parkinfo@ci.chico.ca.us)

**THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.**

A copy of the approved application will be returned to you.

**SECTION 6 - GENERAL SERVICES DIRECTOR AUTHORIZATION**

I certify that I have carefully reviewed this application pursuant to Title 12 and 12R of the Chico Municipal Code and hereby recommend that this permit be:

- Approved.
- Approved subject to listed additional condition(s)

- Denied by the General Services Director. Reason: \_\_\_\_\_
- Application fee waived (12R.08.100 CMC). Reason: \_\_\_\_\_
- Reservation fee waived (12R.08.250 CMC). Reason: \_\_\_\_\_
- Vendor fee waived (12R.08.250 CMC). Reason: \_\_\_\_\_
- Insurance fee waived (12R.08.240 CMC). Reason: \_\_\_\_\_
- Damage deposit fee waived (12R.08.260 CMC). Reason: \_\_\_\_\_
- Application approved by the Bidwell Park & Playground Commission. Date: \_\_\_\_\_
- Application denied by the Bidwell Park & Playground Commission. Reason: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of General Services Director

Date

# EVENT INFORMATION

Please answer the following questions by circling "Yes" or "No"

Is this an annual event? How many years have you been holding this event? <u>12</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): <u>amplified acoustic</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>10am</u> until: <u>5pm</u> amps needed (15 or 100) _____ Note: 100 amp electrical service requires a certified electrician to operate.		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [ ] Bounce house [ ] Climbing wall [ ] Ropes Course [ ] Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: <u>55-65</u> (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: <u>mobile food prep. (trailers, etc)</u>	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: <u>7 PM</u> until: <u>8am</u>	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>start</u> until: <u>Finish</u> Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people. 12R.04.340 CMC) If "yes" how many security personnel will be required? <u>1 Friday, 2 Saturday</u>	Yes	No
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number <u>N/A</u> Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	Yes	No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <b>For events with 200+ participants, additional trash and recycling cans are required.</b> Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: _____ Note: All signs and banners shall be free standing and not affixed to Park property.	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No



DATE: March 12, 2013  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Jessica Erdahl, Senior Park Ranger  
SUBJECT: Permit Application for the 21<sup>st</sup> Annual Hooked on Fishing Derby, June 1, 2013.

## Recommendation

Staff recommends approval of the permit with conditions.

## Report in Brief

Applicant, Pete Giampaoli, requests a permit to host a free fishing derby, "Hooked on fishing, Not on Drugs," June 1, 2013. This will be the 21<sup>st</sup> year this event has taken place at Horseshoe Lake and they anticipate approximately 2,000 participants. Each year, volunteers organize a fishing derby for young children ages 4 to 12 held at Horseshoe Lake. The program provides a free and safe recreational alternative for young children and a chance for parents to interact with their children. The event, held in late May or early June each year, is very successful. Attendance at the event ranges from 2,000 to 3,000 people.

Set-up for the event will occur on Friday, May 31<sup>st</sup> and includes stocking Horseshoe Lake with approximately 10,000 lbs of catfish, ranging from 1-1.5 lbs each. Two event organizers will be staged at the location on Friday night as security and will have an associated trailer parked in the Rod and Gun Club parking lot.

This application requires BPPC consideration as the applicant is requesting to host a public event at Horseshoe Lake, which is not considered an intensive use area. Additionally, they plan to stock the lake with approximately 10,000 lbs of catfish prior to the event.

Fishing is a permissible use under the Bidwell Park Master Management Plan (BPMMP). The plan also notes that Upper Park is a protected area for non-intensive recreational uses and non-intensive wilderness compatible recreation shall be provided in Upper Park (O.Upper-2; I. Upper-1). Although the act of fishing is considered a non-intensive use, the Fishing Derby and number of participants is considered an intensive use and requires BPPC approval.

Staff recommends the following conditions:

1. Motorized vehicles, exclusive of the fish delivery vehicle, are restricted to designated roadways and parking areas. The fish delivery vehicle will only drive on a route approved by the General Services Director.
2. To reduce the impact from participant vehicles, the permittee should continue to use a shuttle system to bring people in from satellite parking areas. Additionally, applicant shall aggressively promote the use of satellite parking facilities to minimize impacts to roads and parking lots near Horseshoe Lake.
3. "No Parking" signs shall be installed along Upper Park Road as to prevent hazards associated with illegal parking.
4. Monitors shall be in place to organize parking and maximize available parking spaces.
5. Areas not to be used during the event shall be roped off.
6. Recommend, at applicant's expense, presence of EMS on site.
7. Applicant shall provide a minimum of five (5) portable toilets, of which a minimum of two (2) must be accessible to persons with disabilities.
8. Signs shall not be affixed to trees in any fashion.
9. Styrofoam bait containers and lead sinkers are prohibited.
10. Sponsor signs and advertisements must comply with all park rules.
11. Applicant shall clean shoreline and accessible vegetation of Horseshoe Lake four times (4) during the two weeks following the event, including the fishing line waste containers.

**Distribution:** Pete Giampaoli

**Attachments:** Application and permit for park use for the 21<sup>st</sup> Hooked on Fishing Derby



# City of Chico

## APPLICATION & PERMIT FOR PARK USE

General Services Department - Park Division  
965 Fir Street/P.O. Box 3420  
Chico, CA 95927-3420  
(530) 896-7800 Fax: (530) 895-4731

Type of Event:	
PUBLIC [ ]	PRIVATE [ ]

### SECTION 1 - APPLICANT INFORMATION

Must be 18 or older • No glass beverage containers • Application fee due upon submittal •

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

PLEASE PRINT:

Pete Giampaoli  
Name of Applicant/Contact Person

Fishing Derby  
Description of Event: (family BBQ, walk/run, describe below if needed)

Hooked on Fishing, Not on Drugs  
Organization Name (if applicable)

June 1, 2013  
Day and Date of Event:

[Redacted]

From: 7:00 am To: 4:00 pm  
Total Time Needed for Set-up, Event, and Clean-up

From: 7:00 am To: 1:00 pm 2000+  
Time of Event Only Number of people

E-mail address: [Redacted]

Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to approval.

#### AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
  - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area
  - Electricity (15 amp)
  - tables, restroom area (circle)
- Meadow
  - 100 amp Electrical Service
  - Water (public events only)
- Children's Playground
  - Electricity (15 amp)-Pick up key on: \_\_\_\_\_ between 8:00 AM-4:30 PM
  - Water (public events only)
  - 100 amp Electrical Service
- City Plaza (Additional fees may apply)
  - Electricity (15 amp)
  - Event Restrooms
  - Fountain - On
  - Meter Bags # \_\_\_\_\_
  - 100 amp Electrical Service
  - Water (public events only)
  - Fountain - Off
  - Sound Curtain

- Council Ring
  - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
- Oak Grove A
  - Sycamore Way Parking Lot Closure-Public Events ONLY
- Oak Grove B
  - Electricity (15 amp) tables, trees, parking area, restroom area
  - Band Stand (15 amp) (circle above)
  - BBQ-Pick up key on: \_\_\_\_\_ between 8:00 AM - 4:30 PM
- Depot Park
  - Electricity (15 amp)
- Lower Bidwell Park (public events only): \_\_\_\_\_
- Upper Bidwell Park (public events only): \_\_\_\_\_
- Other (specify) (public events only): Horseshoe Lake
- Early Entrance Needed (public events only) Yes No

Additional Description of the Event: Annual Fishing Derby for kids ages 4-12

FOR PARK RANGER ASSISTANCE during the event, CALL 530-897-4900 (Police Department Dispatch)

### SECTION 2 - PERMIT FEES

Call Park Office at 896-7800 for availability of park areas and fee schedule 80.020

- Application Fee \$ 18.50 (Non-Refundable)
- Reservation Fee \$ 291.- (\$10.50 minimum, please call for quote)
- Insurance Fee \$ 39.- (\$39.00 to process outside insurance)
- Vendor Fee # \_\_\_\_\_ \$ \_\_\_\_\_ (\$5.50 per vendor)
- Damage Deposit \$ 100.- (\$100.00 refundable following acceptable clean-up after event)
- Early Entrance Fee \$ \_\_\_\_\_ (\$31.50/hr, public events only)
- Additional Park Use Fees \$ \_\_\_\_\_ (see fee schedule)

<b>Additional fees for City Plaza use:</b>	
Event Restrooms _____ x (\$92.00) = \$ _____	#days
100 amp Electrical _____ x (\$29.00) = \$ _____	(electrician required) #days

Total Fee Required: \$ 448.50

Fee due upon submittal of application \* Make Checks Payable to: City of Chico

City of Chico Cash Receipt No. CR362548 Payment Method: CK 1097 Date: 2/11/13 Received By: TR

Office	Permit File (original)	Park Ranger 1	Senior Park Ranger	Applicant	Email(various)
Distribution:	Park Field Supervisor	Park Ranger 2	Landscape Inspector.	Risk Management (e-mail)	920 Fund

Entered 2/11/13 # 3000101 TR

# SECTION 3

## CONDITIONS FOR PARK USE

### You Are Responsible for Knowing the Park Rules. Please Observe the Following:

- Alcohol** Alcohol is not permitted in any City Park or Playground.
- BBQ's** Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
- Bicycles** Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
- Bounce Houses** Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
- Campfires** No campfires allowed.
- Camping** No overnight camping allowed. Bidwell Park is a "day use park" only.
- Clean up** Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
- Damages** Any damage to City property as a result of this event will be repaired at permittee's expense.
- Dogs** Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times **dogs must be on a leash**. Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. **Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.**
- Electrical** All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
- Fishing** **Big Chico Creek:** Check California Fish and Game Regulations, <http://www.dfg.ca.gov/regulations/>, Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations, (20) **Big Chico Creek**. **Horseshoe Lake:** Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
- Gate Closures** Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See [www.ci.chico.ca.us/general\\_services\\_department/park\\_division/gate\\_closing\\_hours.asp](http://www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp)
- Glass** No glass beverage containers allowed in any City Park or Playground.
- Horses** Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
- Noise** No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
- Park Closures** Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
- Signs/Defacing** Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
- Smoking** No smoking in Upper Park from May 1st - November 1<sup>st</sup>. No smoking in City Plaza or Caper Acres any time.
- Swimming** While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
- Vegetation** No taking, cutting or injury of any vegetation in the Park is allowed.
- Vehicle Traffic**
- While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.
  - Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.
  - Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.
  - No vehicles are permitted to travel or park on grass areas.

\*I have read and agree to conform to the above rules and conditions:

Signed: \_\_\_\_\_

## SECTION 4 - INSURANCE

(to be determined by Park Office)

### INSURANCE REQUIREMENTS ARE APPLICABLE TO:

Insurance Required

Not Required

- (1) All Public Events per Title 12R.08.240, and/or
- (2) All Events Public or Private where:
  - (a) Amplified sound is used, or
  - (b) The number of people participating amount to 100 or more.

If insurance is required for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at [riskmanagement@ci.chico.ca.us](mailto:riskmanagement@ci.chico.ca.us). Insurance may also be purchased through the City.

If insurance is required, Certificate of Insurance, meeting City standards must be received by: May 17, 2013

Organization Named on Certificate of Insurance \_\_\_\_\_

Permittee shall supply, at least two (2) weeks in advance of the scheduled event, a Certificate of Insurance issued by a company licensed to do business in California with a Best's Insurance Guide rating of "B" or better ("A" rated if Company is unlicensed) which provides evidence of comprehensive and general liability coverage in the amount of \$1,000,000 combined single limit, with policy endorsements as follows:

- (1) Identification of permit applicant, identification of event, date of event.

#### NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage", standard Certificate of Insurance cancellation language is not acceptable

**Please Note:** Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event

## SECTION 5 - ACCEPTANCE OF CONDITIONS

In signing this Permit, I agree to indemnify and hold the City of Chico and/or the Bidwell Park and Playground Commission free and clear of all claims of damage for injury to persons or property occurring in, upon or about Bidwell Park, and arising from my use of the park as noted above, and to defend any action against the City of Chico resulting from any such claim, without cost to the City.

\*I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, will comply with the attached "Conditions for Park Use", will adhere to any additional conditions set forth by this permit, and supplied true and correct information herein to the best of my knowledge and belief:

X

Signature of Applicant

X

Date

2/5/13

### RETURN THIS FORM TO:

City of Chico - Park Division  
965 Fir Street  
Chico, CA 95928

FAX 530-895-4731 or email to [Parkinfo@ci.chico.ca.us](mailto:Parkinfo@ci.chico.ca.us)

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

A copy of the approved application will be returned to you.

## SECTION 6 - GENERAL SERVICES DIRECTOR AUTHORIZATION

I certify that I have carefully reviewed this application pursuant to Title 12 and 12R of the Chico Municipal Code and hereby recommend that this permit be:

- Approved.  
 Approved subject to listed additional condition(s)

- Denied by the General Services Director. Reason: \_\_\_\_\_  
 Application fee waived (12R.08.100 CMC). Reason: \_\_\_\_\_  
 Reservation fee waived (12R.08.250 CMC). Reason: \_\_\_\_\_  
 Vendor fee waived (12R.08.250 CMC). Reason: \_\_\_\_\_  
 Insurance fee waived (12R.08.240 CMC). Reason: \_\_\_\_\_  
 Damage deposit fee waived (12R.08.260 CMC). Reason: \_\_\_\_\_  
 Application approved by the Bidwell Park & Playground Commission. Date: \_\_\_\_\_  
 Application denied by the Bidwell Park & Playground Commission. Reason: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of General Services Director

Date

# EVENT INFORMATION

Please answer the following questions by circling "Yes" or "No"

Is this an annual event? How many years have you been holding this event? <u>21</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): _____	Yes	No
When will amplified sound/music be heard? Time from: _____ until: _____ amps needed (15 or 100) _____ Note: 100 amp electrical service requires a certified electrician to operate.		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [ ] Bounce house [ ] Climbing wall [ ] Ropes Course [ ] Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>7am</u> until: <u>1pm</u> Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
<b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company <u>Ben's Toilets</u> Phone Number <u>846-4110</u> Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	Yes	No
<b>Sanitation and Recycling:</b> As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans <u>6</u> Number of Recycling Containers <u>2</u> Sanitation Company <u>Ecology</u> Phone Number <u>624-0718</u> Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>Banners</u> Note: All signs and banners shall be free standing and not affixed to Park property.	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St. Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No



DATE: March 12, 2013  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Jessica Erdahl, Senior Park Ranger  
SUBJECT: Permit Application for the 16<sup>th</sup> Annual Pumpkin Head Contest on October 19, 2013.

## Recommendation

Staff recommends approval of the permit with conditions.

## Report in Brief

Applicant requests a permit to host the 16<sup>th</sup> Annual Pumpkin Head Contest at City Plaza on October 19, 2013 from 6:00 a.m. – 9:00 p.m. This will be the 3<sup>rd</sup> year Results Radio has held this event at City Plaza and they anticipate approximately 500 participants/spectators, similar to last year.

The Pumpkin Head Contest involves contestants standing on boxes for an unknown amount of time wearing a carved pumpkin on their head. A series of prizes are given out based on the amount of time each contestant is able to stand on the box. In the past, contestants have participated for up to 24 hrs. Staff recommends that the event conclusion time be fixed at 9 p.m. per the permit.

This application requires BPPC consideration as the applicant is requesting the use of the reserved area for more than 10 hours.

Staff recommends the following conditions:

1. We will require, at applicant's expense, presence of EMS on site for the entire event.
2. Amplified sounds shall be kept at a reasonable level.
3. Obtain a street closure permit from Traffic Engineering and adhere to all of the conditions of the permit if any of the outer Plaza Sidewalks or adjacent streets are to be utilized for the event. Applicant to furnish and install all barricades, signs and traffic control devices.
4. Provide additional trash receptacles and distribute though out the Plaza. All trash and litter will be cleaned up immediately after the event.
5. No signs to be attached or hung from trees, tree barriers, or vegetation and to be removed immediately after the event.
6. No vehicles shall be permitted within the interior of the City Plaza.
7. Applicant to arrange for a California Contractors State Licensed electrician to hook into 100 amp electrical.
8. Applicant to contact the General Services Department to obtain bags for parking meters for vendor loading and unloading only.

## Distribution:

Bryan Fox

## Attachments:

Application and permit for park use for the 16<sup>th</sup> Annual Pumpkin head Contest





# City of Chico

## APPLICATION & PERMIT FOR PARK USE

General Services Department - Park Division  
965 Fir Street/P.O. Box 3420  
Chico, CA 95927-3420  
(530) 896-7800 Fax: (530) 895-4731

Type of Event:

PUBLIC  PRIVATE

### SECTION 1 - APPLICANT INFORMATION

Must be 18 or older - No glass beverage containers - Application fee due upon submittal

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

PLEASE PRINT:

Bryan Fox  
Name of Applicant/Contact Person

Results Radio LLC  
Organization Name (if applicable)

Live Music Festival / Radio Contest  
Description of Event: (family BBQ, walk/run, describe below if needed)

Saturday 10/19/13  
Day and Date of Event:

[Redacted]  
Contact Phone # \_\_\_\_\_ Alternate Phone # \_\_\_\_\_

From: 6am To: 9pm  
Total Time Needed for Set-up, Event, and Clean-up

From: 8am To: 7pm 500  
Time of Event Only Number of people

E-mail address [Redacted]  
Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to approval.

### AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
  - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area  Meadow
  - Electricity (15 amp)  100 amp Electrical Service tables, restroom area (circle)  Water (public events only)
- Children's Playground
  - Electricity (15 amp)-Pick up key on: \_\_\_\_\_ between 8:00 AM-4:30 PM
  - Water (public events only)  100 amp Electrical Service
- City Plaza (Additional fees may apply)
  - Electricity (15 amp)  100 amp Electrical Service
  - Event Restrooms  Water (public events only)
  - Fountain - On  Fountain - Off
  - Meter Bags # \_\_\_\_\_  Sound Curtain

- Council Ring
  - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
  - Oak Grove A  Oak Grove B
    - Sycamore Way Parking Lot Closure-Public Events ONLY
    - Electricity (15 amp) tables, trees, parking area, restroom area
    - Band Stand (15 amp) (circle above)
    - BBQ-Pick up key on: \_\_\_\_\_ between 8:00 AM - 4:30 PM
- Depot Park
  - Electricity (15 amp)
- Lower Bidwell Park (public events only): \_\_\_\_\_
- Upper Bidwell Park (public events only): \_\_\_\_\_
- Other (specify) (public events only): \_\_\_\_\_
- Early Entrance Needed (public events only) Yes \_\_\_ No \_\_\_

Additional Description of the Event: 2013 10.7 Z Rock's 17th Annual Pumpkinhead Contest

FOR PARK RANGER ASSISTANCE during the event, CALL 530-897-4900 (Police Department Dispatch)

### SECTION 2 - PERMIT FEES

Call Park Office at 896-7800 for availability of park areas and fee schedule 80.020

- Application Fee \$ 18.50 (Non-Refundable)
- Reservation Fee \$ 71.00 (\$10.50 minimum, please call for quote)
- Insurance Fee \$ 39.00 (\$39.00 to process outside insurance)
- Vendor Fee # 10 \$ 55.00 (\$5.50 per vendor)
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up after event)
- Early Entrance Fee \$ \_\_\_\_\_ (\$31.50/hr, public events only)
- Additional Park Use Fees \$ \* 121.00 (see fee schedule) \* 100 amp elctd. restrooms

*Additional fees for City Plaza use:	
Event Restrooms	<u>1</u> x (\$92.00) = \$ <u>92</u>
100 amp Electrical (electrician required)	<u>1</u> x (\$29.00) = \$ <u>29</u>

Total Fee Required: \$ 404.50

Fee due upon submittal of application \* Make Checks Payable to: City of Chico

City of Chico Cash Receipt No. CR 360810 Payment Method: CK 3/9/12 Date: 12/31/12 Received By: LH

Office Distribution:	Permit File (original) Park Field Supervisor	Park Ranger 1 Park Ranger 2	Senior Park Ranger Landscape Inspector.	Applicant Risk Management (e-mail)	Email(various) 920 Fund
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## SECTION 4 - INSURANCE

(to be determined by Park Office)

### INSURANCE REQUIREMENTS ARE APPLICABLE TO:

Insurance Required

Not Required

- (1) All Public Events per Title 12R.08.240, and/or
- (2) All Events Public or Private where:
  - (a) Amplified sound is used, or
  - (b) The number of people participating amount to 100 or more.

If insurance is required for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at [riskmanagement@ci.chico.ca.us](mailto:riskmanagement@ci.chico.ca.us). Insurance may also be purchased through the City.

If insurance is required, Certificate of Insurance, meeting City standards must be received by: \_\_\_\_\_

Organization Named on Certificate of Insurance

Results Radio

Permittee shall supply, at least two (2) weeks in advance of the scheduled event, a Certificate of Insurance issued by a company licensed to do business in California with a Best's Insurance Guide rating of "B" or better ("A" rated if Company is unlicensed) which provides evidence of comprehensive and general liability coverage in the amount of \$1,000,000 combined single limit, with policy endorsements as follows:

- (1) Identification of permit applicant, identification of event, date of event.

#### NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage", standard Certificate of Insurance cancellation language is not acceptable

**Please Note:** Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event

## SECTION 5 - ACCEPTANCE OF CONDITIONS

In signing this Permit, I agree to indemnify and hold the City of Chico and/or the Bidwell Park and Playground Commission free and clear of all claims of damage for injury to persons or property occurring in, upon or about Bidwell Park, and arising from my use of the park as noted above, and to defend any action against the City of Chico resulting from any such claim, without cost to the City.

\*I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, will comply with the attached "Conditions for Park Use", will adhere to any additional conditions set forth by this permit, and supplied true and correct information herein to the best of my knowledge and belief.

X

Signature of Applicant

X

Date

12/31/12

RETURN THIS FORM TO:

City of Chico - Park Division  
965 Fir Street  
Chico, CA 95928

FAX 530-895-4731 or email to [Parkinfo@ci.chico.ca.us](mailto:Parkinfo@ci.chico.ca.us)

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

A copy of the approved application will be returned to you.

## SECTION 6 - GENERAL SERVICES DIRECTOR AUTHORIZATION

I certify that I have carefully reviewed this application pursuant to Title 12 and 12R of the Chico Municipal Code and hereby recommend that this permit be:

Approved.

Approved subject to listed additional condition(s) \_\_\_\_\_

Denied by the General Services Director. Reason: \_\_\_\_\_

Application fee waived (12R.08.100 CMC). Reason: \_\_\_\_\_

Reservation fee waived (12R.08.250 CMC). Reason: \_\_\_\_\_

Vendor fee waived (12R.08.250 CMC). Reason: \_\_\_\_\_

Insurance fee waived (12R.08.240 CMC). Reason: \_\_\_\_\_

Damage deposit fee waived (12R.08.260 CMC). Reason: \_\_\_\_\_

Application approved by the Bidwell Park & Playground Commission. Date: \_\_\_\_\_

Application denied by the Bidwell Park & Playground Commission. Reason: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of General Services Director

Date

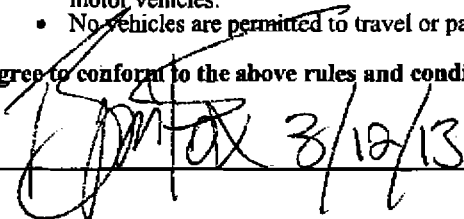
## SECTION 3 CONDITIONS FOR PARK USE

**You Are Responsible for Knowing the Park Rules. Please Observe the Following:**

- Alcohol** Alcohol is not permitted in any City Park or Playground.
- BBQ's** Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
- Bicycles** Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
- Bounce Houses** Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
- Campfires** No campfires allowed.
- Camping** No overnight camping allowed. Bidwell Park is a "day use park" only.
- Clean up** Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
- Damages** Any damage to City property as a result of this event will be repaired at permittee's expense.
- Dogs** Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park – All other times **dogs must be on a leash**. Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. **Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.**
- Electrical** All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
- Fishing** Big Chico Creek: Check California Fish and Game Regulations, <http://www.dfg.ca.gov/regulations/>, Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations, (20) Big Chico Creek  
Horseshoe Lake: Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
- Gate Closures** Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See [www.ci.chico.ca.us/general\\_services\\_department/park\\_division/gate\\_closing\\_hours.asp](http://www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp)
- Glass** No glass beverage containers allowed in any City Park or Playground.
- Horses** Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
- Noise** No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
- Park Closures** Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
- Signs/Defacing** Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
- Smoking** No smoking in Upper Park from May 1st - November 1<sup>st</sup>. No smoking in City Plaza or Caper Acres any time.
- Swimming** While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
- Vegetation** No taking, cutting or injury of any vegetation in the Park is allowed.
- Vehicle Traffic**
- While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.
  - Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.
  - Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.
  - No vehicles are permitted to travel or park on grass areas.

**\*I have read and agree to conform to the above rules and conditions:**

Signed: \_\_\_\_\_

 3/12/13

# EVENT INFORMATION

Please answer the following questions by circling "Yes" or "No"

Is this an annual event? How many years have you been holding this event? <u>16</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): <u>RADIO BROADCAST AND LIVE MUSIC</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>12pm</u> until: <u>7pm</u> amps needed (15 or 100) <u>100</u> Note: 100 amp electrical service requires a certified electrician to operate.		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [ ] Bounce house [ ] Climbing wall [ ] Ropes Course [ ] Other: _____	Yes	No
Name of Operator: _____		
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: <u>10</u> (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: <u>* FOOD TRUCKS, PRIVATE VENDORS OPERATING IN BUTTE CO.</u>	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____	Yes	No
Time of closure from: _____ until: _____		
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340.CMC) If "yes" how many security personnel will be required?	Yes	No
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company <u>ACME TONED BENTAK</u> Phone Number _____ Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	Yes	No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required. Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>VINYL BANNERS</u> Note: All signs and banners shall be free standing and not affixed to Park property.	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading only may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? <u>possibly, we need an ABC permit for 300 Main St. Fest.</u> A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No



DATE: March 12, 2013  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Jessica Erdahl, Senior Park Ranger  
SUBJECT: Permit Application for a ¼ and ½ Marathon in Middle and Upper Park.

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## Recommendation

Staff recommends approval of the permit with conditions.

## Report in Brief

The Chico Running Club requests a permit to host a ¼ and ½ marathon in Middle and Upper Park on Sunday, October 6, 2013. Applicant has held similar events for the past 6 years and anticipates approximately 150 people. They intend on using the same approved routes as last year.

This application requires BPPC consideration as the group is requesting the use of non-intensive use areas in Middle and Upper Park Park.

While running/walking is a permissible use under the Bidwell Park Master Management Plan (BPMMP), there is the potential that a large event could become incompatible with wilderness activities. The numbers under this application are lower than other similar Middle and Upper Park trail races. Staff has not observed excessive trail damage and has not fielded any citizen complaints associated with similar races, and anticipates monitoring the event this year. Staff recommends that the applicant cap the number of applicants to that of similar events -- 500. The plan also notes that Middle and Upper Park are protected areas for primarily non-intensive recreational uses (O.Middle-1; O. Upper-2; O. Upper-4).

Staff recommends the following conditions:

- Continued adherence to all park rules.
- Obtain a permit from CARD for use of Hooker Oak Recreation Area.
- Maintain participants at roughly the same level and below the participant cap of similar events (500).
- The applicant must provide sufficient monitoring to keep racers on the established route as well as direct traffic where the route crosses the road. Adequate signage must also be in place in order to ensure racers follow the established routes and also to notify other park users of the event.
- In the event that the Middle and Upper Park trails are closed due to wet or unsafe conditions, the race course will need to be altered accordingly and approved by the Park Division. The applicant has agreed to either move the route to paved paths and roads or change the date of the event in the case of a wet weather closure of the trails.
- The applicant will need to do a final inspection of the race courses at the conclusion of the event and remove all signs and course markings as well as pick up any associated trash.

## Distribution:

Tracie Hannick

## Attachments:

Application and permit for park use for ¼ and ½ Marathon in Middle and Upper Park



# City of Chico

## APPLICATION & PERMIT FOR PARK USE

General Services Department - Park Division  
965 Fir Street/P.O. Box 3420  
Chico, CA 95927-3420  
(530) 896-7800 Fax: (530) 895-4731

Type of Event:

PUBLIC  PRIVATE

### SECTION 1 - APPLICANT INFORMATION

Must be 18 or older · No glass beverage containers · Application fee due upon submittal ·

**THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.**

PLEASE PRINT:

Name of Applicant/Contact Person: Tracie Hannick

Organization Name (if applicable): Chico Running Club

Description of Event: (family BBQ, walk/run, describe below if needed) trail run

Day and Date of Event: Sunday Oct 6, 2013

From: 6am To: 1pm  
Total Time Needed for Set-up, Event, and Clean-up

From: 7am To: 1pm 2 150  
Time of Event Only Number of people

E-mail address: [Redacted]

Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to approval.

#### AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
  - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area       Meadow
  - Electricity (15 amp)       100 amp Electrical Service tables, restroom area (circle)       Water (public events only)
- Children's Playground
  - Electricity (15 amp)-Pick up key on: \_\_\_\_\_ between 8:00 AM-4:30 PM
  - Water (public events only)       100 amp Electrical Service
- City Plaza (Additional fees may apply)
  - Electricity (15 amp)       100 amp Electrical Service
  - Event Restrooms       Water (public events only)
  - Fountain - On       Fountain - Off
  - Meter Bags # \_\_\_\_\_       Sound Curtain

- Council Ring
  - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
  - Oak Grove A       Oak Grove B
  - Sycamore Way Parking Lot Closure-Public Events ONLY
  - Electricity (15 amp) tables, trees, parking area, restroom area
  - Band Stand (15 amp) (circle above)
  - BBQ-Pick up key on: \_\_\_\_\_ between 8:00 AM - 4:30 PM
- Depot Park
  - Electricity (15 amp)
- Lower Bidwell Park (public events only): \_\_\_\_\_
- Upper Bidwell Park (public events only): \_\_\_\_\_
- Other (specify) (public events only): \_\_\_\_\_
- Early Entrance Needed (public events only)      Yes      No

Additional Description of the Event: trail run from Hooker Oak Park to end of road in upper park & back on Yahi trail

**FOR PARK RANGER ASSISTANCE during the event, CALL 530-897-4900 (Police Department Dispatch)**

### SECTION 2 - PERMIT FEES

Call Park Office at 896-7800 for availability of park areas and fee schedule 80.020

- Application Fee      \$ 18.50 (Non-Refundable)
- Reservation Fee      \$ 585.00 (\$10.50 minimum, please call for quote)
- Insurance Fee      \$ 39.00 (\$39.00 to process outside insurance)
- Vendor Fee # \_\_\_\_\_      \$ \_\_\_\_\_ (\$5.50 per vendor)
- Damage Deposit      \$ 100.00 (\$100.00 refundable following acceptable clean-up after event)
- Early Entrance Fee      \$ 31.50 (\$31.50/hr, public events only)
- Additional Park Use Fees      \$ \_\_\_\_\_ (see fee schedule)

**Additional fees for City Plaza use:**

Event Restrooms \_\_\_\_\_ x (\$92.00) = \$ \_\_\_\_\_  
#days

100 amp Electrical \_\_\_\_\_ x (\$29.00) = \$ \_\_\_\_\_  
(electrician required) #days

Total Fee Required: \$ 247.50

Fee due upon submittal of application \* Make Checks Payable to: City of Chico

City of Chico Cash Receipt No. CR361891 Payment Method: CK 186 Date: 1/25/13 Received By: TR

Office Distribution:	Permit File (original) Park Field Supervisor	Park Ranger 1 Park Ranger 2	Senior Park Ranger Landscape Inspector.	Applicant Risk Management (e-mail)	Email(various) 920 Fund
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## SECTION 3

# CONDITIONS FOR PARK USE

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  - No vehicles are permitted to travel or park on grass areas.

**\*I have read and agree to conform to the above rules and conditions:**

Signed: \_\_\_\_\_



**SECTION 4 - INSURANCE**

(to be determined by Park Office)

**INSURANCE REQUIREMENTS ARE APPLICABLE TO:**

Insurance Required

Not Required

- (1) All Public Events per Title 12R.08.240, and/or
- (2) All Events Public or Private where:
  - (a) Amplified sound is used, or
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If insurance is required for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at [riskmanagement@ci.chico.ca.us](mailto:riskmanagement@ci.chico.ca.us). Insurance may also be purchased through the City.

If insurance is required, Certificate of Insurance, meeting City standards must be received by:

Organization Named on Certificate of Insurance Chico Running Club

Permittee shall supply, at least two (2) weeks in advance of the scheduled event, a Certificate of Insurance issued by a company licensed to do business in California with a Best's Insurance Guide rating of "B" or better ("A" rated if Company is unlicensed) which provides evidence of comprehensive and general liability coverage in the amount of \$1,000,000 combined single limit, with policy endorsements as follows:

- (1) Identification of permit applicant, identification of event, date of event.

**NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:**

- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
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- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage", standard Certificate of Insurance cancellation language is not acceptable

Please Note: Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event

**SECTION 5 - ACCEPTANCE OF CONDITIONS**

In signing this Permit, I agree to indemnify and hold the City of Chico and/or the Bidwell Park and Playground Commission free and clear of all claims of damage for injury to persons or property occurring in, upon or about Bidwell Park, and arising from my use of the park as noted above, and to defend any action against the City of Chico resulting from any such claim, without cost to the City.

\*I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, will comply with the attached "Conditions for Park Use", will adhere to any additional conditions set forth by this permit, and supplied true and correct information herein to the best of my knowledge and belief.

X [Signature]  
Signature of Applicant

X 1/25/13  
Date

**RETURN THIS FORM TO:**

City of Chico - Park Division  
965 Fir Street  
Chico, CA 95928

FAX 530-895-4731 or email to [Parkinfo@ci.chico.ca.us](mailto:Parkinfo@ci.chico.ca.us)

**THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.**

A copy of the approved application will be returned to you.

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I certify that I have carefully reviewed this application pursuant to Title 12 and 12R of the Chico Municipal Code and hereby recommend that this permit be:

- Approved.
- Approved subject to listed additional condition(s)

- Denied by the General Services Director. Reason: \_\_\_\_\_
- Application fee waived (12R.08.100 CMC). Reason: \_\_\_\_\_
- Reservation fee waived (12R.08.250 CMC). Reason: \_\_\_\_\_
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- Insurance fee waived (12R.08.240 CMC). Reason: \_\_\_\_\_
- Damage deposit fee waived (12R.08.260 CMC). Reason: \_\_\_\_\_
- Application approved by the Bidwell Park & Playground Commission. Date: \_\_\_\_\_
- Application denied by the Bidwell Park & Playground Commission. Reason: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of General Services Director

Date



# EVENT INFORMATION

Please answer the following questions by circling "Yes" or "No"

Is this an annual event? How many years have you been holding this event? <u>6</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): <u>PA system</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>7a</u> until: <u>12 noon</u> amps needed (15 or 100) <input checked="" type="checkbox"/>		
Note: 100 amp electrical service requires a certified electrician to operate.		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [ ] Bounce house [ ] Climbing wall [ ] Ropes Course [ ] Other: _____	Yes	No
Name of Operator: _____		
Will there be any vendors at this event? (No glass or alcohol permitted)	Yes	No
If "yes" please note the number of vendors anticipated: <u>2-3</u> (submit a, separate, complete list)		
Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: <u>food is catered</u>		
Will event require that any part of the Park remain closed beyond the normal time of opening?	Yes	No
Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.)		
If "yes" please state which gate(s): _____		
Time of closure from: _____ until: _____		
Will there be early entrance into the Park for setup?	Yes	No
If "yes" when will monitors be at their position(s)? Time from: <u>6am</u> until: <u>12 noon</u>		
Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance		
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC)	Yes	No
If "yes" how many security personnel will be required?		
<b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event.	Yes	No
Restroom Company <u>Ben Toilets</u> Phone Number _____		
Location of portable restrooms _____		
Note: Restrooms shall be removed within 24 hrs after conclusion of event.		
<b>Sanitation and Recycling:</b> As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i>	Yes	No
Number of Trash Cans _____ Number of Recycling Containers _____		
Sanitation Company _____ Phone Number _____		
Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.		
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use')	Yes	No
If yes, please describe type and location: <u>course marking &amp; mile signs</u>		
Note: All signs and banners shall be free standing and not affixed to Park property.		
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza, including streets. Meter bags for unloading and loading only may be obtained from the City.		
Will vendors be placed on the perimeter sidewalks?	Yes	No
If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.		
Will City street closure(s) be needed?	Yes	No
A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.		

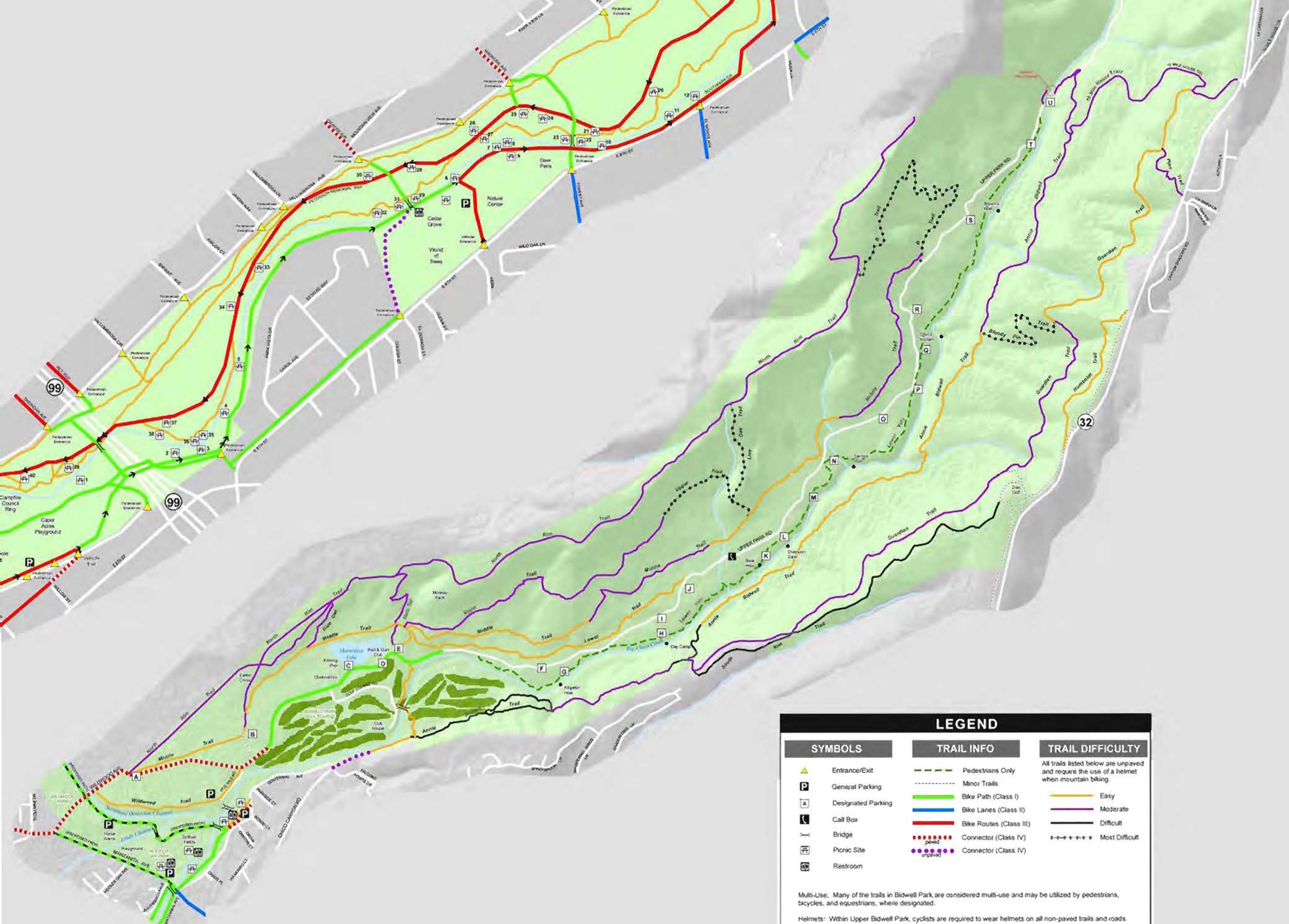
**Chico Running Club Trail Run, 10/06/13**



Yahi Trail to Road to Middle Trail Access (E of Horseshoe Lake gate)



Middle Trail to Parking Area F Access



### LEGEND

SYMBOLS	TRAIL INFO	TRAIL DIFFICULTY
	Entrance/Exit	<p>All trails listed below are unpaved and require the use of a helmet when mountain biking.</p> <p>— Easy</p> <p>— Moderate</p> <p>— Difficult</p> <p>— Most Difficult</p>
	General Parking	
	Designated Parking	
	Call Box	
	Bridge	
	Picnic Site	
	Restroom	
	Pedestrians Only	
	Minor Trails	
	Bike Path (Class I)	
	Bike Lanes (Class II)	
	Bike Routes (Class III)	
	Connector (Class IV) paved	
	Connector (Class IV) unpaved	

**Multi-Use:** Many of the trails in Bidwell Park are considered multi-use and may be utilized by pedestrians, bicycles, and equestrians, where designated.

**Helmets:** Within Upper Bidwell Park, cyclists are required to wear helmets on all non-paved trails and roads.

**Road & Trail Closures:** The non-paved portion of Upper Park Road is closed on Sundays and Mondays, with the exception of holidays. All non-paved trails and roads are closed to mountain bikes during and after periods of rain. Check the City of Chico website for current trail status <http://www.chico.ca.us>



DATE: 03/19/13  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Jessica Erdahl, Senior Park Ranger  
SUBJECT: Permit Application for the Sunrise Service on Sunday March 31, 2013

**Recommendation**

Staff recommends approval of the permit with conditions.

**Report in Brief**

Jessica Ordaz with the Vineyard Christian Fellowship requests a permit to hold a sunrise service at the cross near Parking Area B in Middle Park on Sunday March 31, 2013.

Applicant expects approximately 50 attendees and the service will run from 6:00-7:30 a.m. This sunrise service has been held at this location for the past 14 years and other similar services have been occurring for a number of years since the erection of the cross in the 1950's. The cross is located just north of Parking Area B on the North Rim Trail. The area near the cross has experienced severe erosion over the years and has exposed hardpan.

This application is being considered by the Commission because the group is requesting to host a public event in an area that is not designated as an intensive use area.

The hosting of a public event in Middle Park areas not designated for intensive uses requires BPPC approval. Permissible uses in Middle Park include non-intensive recreational activities, as well as some intensive uses at developed facilities (3.6.2.1). While the proposed activity is considered a non-intensive activity and is permissible under the BPMMP, there is the potential that a large event could cause damage and additional erosion at the event location. The BPMMP notes that high priority should be given to reducing and repairing erosion on the North Rim Trail (I-Middle-4).

Staff recommends the following conditions:

- Continued adherence to all park rules.
- Applicant cap the number of attendees to that listed on the permit (50).
- Applicant to keep attendees on areas capable of sustaining high foot traffic (rocky areas) and maintain conveyance for park users on the designated trails.
- Applicant to ensure attendees avoid areas that would damage vegetation (especially when wet).

Staff received the request on 3/19/13.

Staff strongly recommends that for future events the applicant submit a complete application for park use to the Bidwell Park and Playground Commission at least 85 days prior to the date of such event in order to ensure adequate time for approval and/or an appeal of a decision of the Commission.

**Distribution:**

Jessica Ordaz

**Attachments:**

Application and permit for park use for the Sunrise Service On March 31, 2013



# City of Chico

## APPLICATION & PERMIT FOR PARK USE

General Services Department - Park Division  
964 Fir Street/P.O. Box 3420  
Chico, CA 95927-3420  
(530) 896-7800 Fax: (530) 895-4731

Type of Event:

**PUBLIC**  **PRIVATE**

### SECTION 1 - APPLICANT INFORMATION

Must be 18 or older • No glass beverage containers • Application fee due upon submittal •

*THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.*

PLEASE PRINT:

Jessica Ordaz  
Name of Applicant/Contact Person

Vineyard Christian Fellowship  
Organization Name (if applicable)

[Redacted Contact Phone]

Sunrise Service  
Description of Event: (family BBQ, walk/run, describe below if needed)

6:30 AM - March 31, 2013  
Day and Date of Event

From: 6 AM To: 7:30 AM  
Total Time Needed for Set-up, Event, and Clean-up

From: \_\_\_\_\_ To: \_\_\_\_\_  
Time of Event Only Number of people 50

E-mail address: [Redacted]

Note: Park permits will not remain closed to your community for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to approval.

### AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
  - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12KHZ 2x3 CMIC)
- Cedar Grove Picnic Area
  - Electricity (15 amp)
  - tables, restroom area (circle)
- Meadow
  - 100 amp Electrical Service
  - Water (public events only)
- Children's Playground
  - Electricity (15 amp)-Pick up key on: \_\_\_\_\_ between 8:00 AM-4:30 PM
  - Water (public events only)
  - 100 amp Electrical Service
- City Plaza (Additional fees may apply)
  - Electricity (15 amp)
  - Event Restrooms
  - Fountain - On
  - Meter Bags # \_\_\_\_\_
  - 100 amp Electrical Service
  - Water (public events only)
  - Fountain - Off
  - Sound Curtain

- Council Ring
  - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbecue Area - Water available, no hose bib
- Oak Grove A
  - Sycamore: Way Parking Lot Closure-Public Events ONLY
  - Electricity (15 amp) tables, trees, parking area, restroom area
  - Band Stand (15 amp) (circle above)
  - BBQ-Pick up key on: \_\_\_\_\_ between 8:00 AM - 4:30 PM
- Oak Grove B
- Depot Park
  - Electricity (15 amp)
- Lower Bidwell Park (public events only): \_\_\_\_\_
- Upper Bidwell Park (public events only): \_\_\_\_\_
- Other (specify) (public events only): EXCESS OUTSIDE UPPER POST
- Early Entrance Needed (public events only) Yes No

Additional Description of the Event: prayer, singing, watching sunrise

FOR PARK RANGER ASSISTANCE during the event, CALL 530-897-4900 (Police Department Dispatch)

### SECTION 2 - PERMIT FEES

Call Park Office at 896-7800 for availability of park areas and fee schedule 80,020

- Application Fee \$ 18.50 (Non-Refundable)
- Reservation Fee \$ 10.50 (\$10.50 minimum, please call for quote)
- Insurance Fee \$ \_\_\_\_\_ (\$39.00 to process outside insurance)
- Vendor Fee # \_\_\_\_\_ \$ \_\_\_\_\_ (\$5.50 per vendor)
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up after event)
- Early Entrance Fee \$ \_\_\_\_\_ (\$31.50/hr, public events only)
- Additional Park Use Fees \$ \_\_\_\_\_ (see fee schedule)

**Additional fees for City Plaza use:**

Event Restrooms \_\_\_\_\_ x (\$92.00) = \$ \_\_\_\_\_ #days

100 amp Electrical \_\_\_\_\_ x (\$29.00) = \$ \_\_\_\_\_ (electrician required) #days

Total Fee Required: \$ 129.00

Fee due upon submittal of application \* Make Checks Payable to: City of Chico

City of Chico Cash Receipt No. CR364065 Payment Method: Cc 8563 Date: 3/19/13 Received By: CH \$29.00

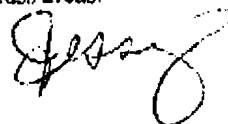
## SECTION 3

# CONDITIONS FOR PARK USE

**You Are Responsible for Knowing the Park Rules. Please Observe the Following:**

- Alcohol** Alcohol is not permitted in any City Park or Playground.
- BBQ's** Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
- Bicycles** Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
- Bounce Houses** Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
- Campfires** No campfires allowed.
- Camping** No overnight camping allowed. Bidwell Park is a "day use park" only.
- Clean up** Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
- Damages** Any damage to City property as a result of this event will be repaired at permittee's expense.
- Dogs** Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park - All other times dogs must be on a leash. Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. *Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.*
- Electrical** All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
- Fishing** Big Chico Creek: Check California Fish and Game Regulations, <http://www.dfg.ca.gov/regulations/>. Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations, (20) Big Chico Creek. Horseshoe Lake: Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
- Gate Closures** Upper Park gate at parking area B is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See [www.ci.chico.ca.us/general\\_services\\_department/park\\_division/gate\\_closing\\_hours.asp](http://www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp)
- Glass** No glass beverage containers allowed in any City Park or Playground.
- Horses** Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
- Noise** No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
- Park Closures** Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
- Signs/Defacing** Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
- Smoking** No smoking in Upper Park from May 1st - November 1<sup>st</sup>. No smoking in City Plaza or Caper Acres any time.
- Swimming** While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
- Vegetation** No taking, cutting or injury of any vegetation in the Park is allowed.
- Vehicle Traffic**
- While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.
  - Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.
  - Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.
  - No vehicles are permitted to travel or park on grass areas.

\*I have read and agree to conform to the above rules and conditions:



**SECTION 4 - INSURANCE**

(to be determined by Park Office)

**INSURANCE REQUIREMENTS ARE APPLICABLE TO:**

Insurance Required

Not Required

- (1) All Public Events per Title 12R.08.240, and/or
- (2) All Events, Public or Private where:
  - (a) Amplified sound is used, or
  - (b) The number of people participating amount to 100 or more.

If insurance is required for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at [riskmanagement@ci.chico.ca.us](mailto:riskmanagement@ci.chico.ca.us). Insurance may also be purchased through the City.

If insurance is required, Certificate of Insurance, meeting City standards must be received by: \_\_\_\_\_

Organization Named on Certificate of Insurance \_\_\_\_\_

Permittee shall supply, at least two (2) weeks in advance of the scheduled event, a Certificate of Insurance issued by a company licensed to do business in California with a Best's Insurance Guide rating of "B" or better ("A" rated if Company is unlicensed) which provides evidence of comprehensive and general liability coverage in the amount of \$1,000,000 combined single limit, with policy endorsements as follows:

- (1) Identification of permit applicant, identification of event, date of event.

**NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:**

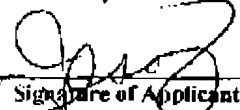
- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage", standard Certificate of Insurance cancellation language is not acceptable.

Please Note: Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event

**SECTION 5 - ACCEPTANCE OF CONDITIONS**

In signing this Permit, I agree to indemnify and hold the City of Chico and/or the Bidwell Park and Playground Commission free and clear of all claims of damage for injury to persons or property occurring in, upon or about Bidwell Park, and arising from my use of the park as noted above, and to defend any action against the City of Chico resulting from any such claim, without cost to the City.

I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, will comply with the attached "Conditions for Park Use", will adhere to any additional conditions set forth by this permit, and supplied true and correct information herein to the best of my knowledge and belief.

X   
Signature of Applicant

X 3/18/13  
Date

**RETURN THIS FORM TO:**

City of Chico - Park Division  
965 Fir Street  
Chico, CA 95928

FAX 530-895-4731 or email to [parkinfo@ci.chico.ca.us](mailto:parkinfo@ci.chico.ca.us)

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

A copy of the approved application will be returned to you.

**SECTION 6 - GENERAL SERVICES DIRECTOR AUTHORIZATION**

I certify that I have carefully reviewed this application pursuant to Title 12 and 12R of the Chico Municipal Code and hereby recommend that this permit be:

- Approved.
- Approved subject to listed additional condition(s) \_\_\_\_\_

- Denied by the General Services Director. Reason: \_\_\_\_\_
- Application fee waived (12R.08.100 CMC). Reason: \_\_\_\_\_
- Reservation fee waived (12R.08.750 CMC). Reason: \_\_\_\_\_
- Vendor fee waived (12R.08.250 CMC). Reason: \_\_\_\_\_
- Insurance fee waived (12R.08.240 CMC). Reason: \_\_\_\_\_
- Damage deposit fee waived (12R.08.260 CMC). Reason: \_\_\_\_\_
- Application approved by the Bidwell Park & Playground Commission. Date: \_\_\_\_\_
- Application denied by the Bidwell Park & Playground Commission. Reason: \_\_\_\_\_

Date: \_\_\_\_\_

# EVENT INFORMATION

Please answer the following questions by circling "Yes" or "No"

Is this an annual event? How many years have you been holding this event? <u>14 yrs.</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see "Conditions For Park Use") Specify type (microphone, band, radio, PA system etc): _____	Yes	No
When will amplified sound/music be heard? Time from: _____ until: _____ amps needed (15 or 100) <small>Note: 100 amp electrical service requires a certified electrician to operate</small>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) <input type="checkbox"/> Bounce house <input type="checkbox"/> Climbing wall <input type="checkbox"/> Ropes Course <input type="checkbox"/> Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? <small>Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am.                  (Subject to approval by the General Services Department Director and/or Senior Park Ranger.)</small> If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ <small>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance.</small>	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
<b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ <small>Note: Restrooms shall be removed within 24 hrs. after conclusion of event</small>	Yes	No
<b>Sanitation and Recycling:</b> As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ <small>Note: Sanitation containers shall be removed within 24 hrs. after conclusion of event.</small>	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see "Conditions For Park Use") If yes, please describe type and location: _____ <small>Note: All signs and banners shall be free standing and not affixed to Park property</small>	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. <small>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</small>	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes a Vend. Paddle, Hawk permit must be obtained from the Engineering Division at 411 Main St. Chico. (530) 879-6900.	Yes	No
Will City street closure(s) be needed?	Yes	No





## BPPC Staff Report

Meeting Date 3/25/13

DATE: 3/19/13  
TO: BPPC  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: Acceptance of Donation – Project Work at the Bidwell Bowl

### Recommendation

*Staff recommends 1) approval of a demonstration project with the CIM program working with Parks staff to install replacement benches and add a protective coating on the stage; and 2) a conceptual approval to proceed with the development of an overall design for BPPC review.*

### Report in Brief

Parks Staff have been working with students and faculty with the Concrete Industry Management (CIM) Program at California State University, Chico to examine the potential to revitalize the Bidwell Bowl Amphitheater. Benches at the facility show the effects of age and vandalism. On March 12, staff received a draft proposal (Staff will forward recommended changes to the proposal) from Stig Strombeck as part of his Senior capstone project (Stig asked for quick consideration of the request). Staff discussed the process and need to receive the design for BPPC approval and acceptance, and discussed several needs for the facility including:

- Refurbish Bidwell Bowl to incorporate modern upgrades (potentially including an interpretive treatment of geological strata or resources in the Park (imprints of plants, leaves, branches, animal tracks...)).
- Add ADA seating areas and a wider sidewalk in back to aid ADA compliance and to add an all-weather surface to an area often used for events.
- Add electrical outlets or pedestals (above high water line), and add step lighting and options for stage lighting.
- Consider drainage and cleaning issues (low maintenance, durable materials). Examine ways to reduce deposition from creek.
- Consider landscaping improvements around the stage and along edges (add soil, plant sedge, remove ivy and vinca). This should include evaluation of and a plan for removal and replacement of aging trees around the Bowl.
- Repair wall and add rock to protect "spill areas".
- Add sign with facility name and upgraded reservation post with contact information.
- Install sign on history of the facility.
- Incorporate public input into design.
- Designs will be reviewed from an ADA perspective.
- All final designs and reports must be approved by the City and Bidwell Park and Playground Commission.

The first step (replacing of benches and addition of a protective color coating on the stage area) will not change the facility footprint and essentially can be considered a maintenance activity, staff feels that with close coordination that this part of the project could precede on the accelerated timeline. However, the BPPC (or perhaps a BPPC Committee) should review the overall design, which would provide for Commission and public input. To incorporate ADA features into the upgrade, Staff put the CIM team in touch with the City's ADA consultant.

In many respects, the project will proceed like a capital project with future phases of the project completed as part of class projects with material and labor donated from the CIM program. Staff time would be required to oversee the project and provide guidance on the design and implementation. Long term, the project has the potential of creating a more attractive, functional facility that is more inexpensive to maintain.

**Distribution:** Stig Strombeck

### Attachments:

Bidwell Bowl Amphitheatre: Rehabilitation, California State University, Chico, Concrete Industry Management, Senior Capstone Research Project, Researcher: Stig Strombeck.

# Bidwell Bowl Amphitheatre: Rehabilitation

**California State University, Chico | Concrete Industry Management**

**Senior Capstone Research Project | Researcher: Stig Strombeck**

**January-May 2013**



## *Abstract*

The Bidwell Bowl Amphitheatre at the campus of California State University, Chico is a facility that was built in 1938 as a vital Work Program Administration project during the great depression. The facility has been degrading immensely over the last few decades to the point where the current wood benches are virtually unusable for events. This project would analyze, address, and lay out a 4 year plan in cooperation with the City of Chico and the Chico Park Service. The plan will involve the removal of the current benches as well as the design, creation, and installation of new reinforced concrete benches.

## EXECUTIVE SUMMARY

### *The Partners*

- California State University, Chico, Concrete Industry Management Program
  - Home to one of five Concrete Industry Management Programs in the US
  - Leading University for concrete education and research
- City of Chico
  - Founded in 1860 by General John Bidwell
  - Highly values quality infrastructure and services for its residence
- Chico Park Division
  - Fully responsible for the overall maintenance of Bidwell Park (one of the largest municipally owned parks in the United States), as well as other city parks.

### *The Challenge*

- Aligning the benefits and resources of the City of Chico, the Chico Park Division, and CSU, Chico CIM for this historic area.
- Develop and implement an organized project plan that can be used in the future development of the Bidwell Bowl Amphitheater.
- Maintain historic integrity and essence of the current amphitheater design while creating new, more sustainable benches with significantly less maintenance.

### *Project Overview*

- Contact City of Chico officials, Chico Park Division Officials, and CSU, Chico officials to set up a meeting regarding the rehabilitation of the Bidwell Bowl Benches
- Contact ADA to do walk through and possible inspection to update the facility to current standards
- Collaborate with aforementioned officials to develop an accepted project plan resulting in benches with the desired utility, functionality, and aesthetics
- Develop an mock up to display final design and future maintenance needs
- Present project and mock up at city council meeting for final approval
- Complete year 1 section of benches and finalize overall project plan and layout for the next 3 years

- Present results to the concrete industry to promote concrete restoration, concrete rehabilitation and material methodology in real world projects

## THE PARTNERS

### *California State University, Chico*

California State University, Chico, commonly called “Chico State,” is regularly cited by U.S. News and World Report as one of the best public comprehensive universities in the western United States, offering more than 50 Departments and offers more than 150 undergraduate degrees options to 16,000 students. The Chico State College of Engineering, Computer Science, and Construction Management carries the distinction of ABET accreditation the gold standard among university programs offering instruction in the disciplines of applied science, computing, engineering, and engineering technology.

#### Concrete Industry Management

California State University, Chico is home to one of five Concrete Industry Management (CIM) Programs. These programs are a joint initiative between CSU, Chico and four other universities from around the nation and leaders from the concrete industry. The CIM major focuses on technical knowledge blended with business skills training and an emphasis on all concrete, including manufactured concrete products, ready mix, contracting, and heavy construction materials used in the construction industry. Additionally, Chico State CIM students take enough economics, business law, accounting, marketing, finance, information technology, and project management courses to earn a minor in business administration from the College of Business.

This broad education enables graduates to select a career path in virtually every aspect of the concrete industry. The mission of the CIM program is to furnish the concrete industry with its future leaders. CIM programs now exist at California State University, Chico, Middle Tennessee State University, New Jersey Institute of Technology, and Texas State University - San Marcos. Since the MTSU’s initial graduating class in 2000, there have been 450 graduates. Most impressively, nearly 80% of those graduates have remained in the industry.

### *City of Chico*

Founded in 1860 by General John Bidwell and incorporated in 1872. The total size of the town has grown to just over 33 square miles with a population exceeding 87,500 in the incorporated area and a population in the greater urbanized area of approximately

100,000. Located in the Northern Sacramento Valley of California, Chico is known as a well-managed city that values quality infrastructure and services. There is a special sense of community and small-town living that has been sustained as Chico has grown into a vibrant center for business, recreation and cultural activities. Within the City is Bidwell Park which is one of the largest municipally owned parks in the nation (3,670 acres) and is the focal point of the City's park system offering a vast array of biking, hiking, and equestrian use.

### *Chico Park Division*

The Park Division's major functions include the maintenance of Bidwell Park as well as other city parks in the area. They also survey and attend to city street trees (approximately 37,000) and manage many of the maintenance districts within Chico. The Chico Park division is comprised of the City's Park Rangers, Urban Forest Manager, and Volunteer Coordinators.

## THE CHALLENGE

The Bidwell Bowl Amphitheatre has been a main area for events on the campus at CSU, Chico for decades. Throughout this time the site has been neglected and abused causing severe degradation that needs to be addressed. With budget cutbacks as well as a diverse need of funds to other areas of city projects, there has been a lack of funding and manpower available to address these issues.

Being that this area is a main focal point at California State University, Chico campus as well as a vital part of the City Park that surrounds it, there will be a group effort put forth to rehabilitate the amphitheater. Alignment of the needs and wants of each of the three divisions/groups involved in this project will be crucial as this particular area is used for various activities and events all while holding a certain historical value. A project plan will be developed, reviewed, and implemented that will address the immediate needs of the amphitheater this spring as well as issues and bench replacement for the next 3 years consecutively that will be completed by members in the CIM program of CSU, Chico.

The main goal of this project is to rehabilitate the facility so that it is once again inviting and usable for larger events by the public. This will also be done in such a way as to have it retain its distinguishing character while requiring minimal annual maintenance that can be done, for the most part, by students of the CIM program at CSU, Chico.

## PROJECT OVERVIEW

The project team will work with the City of Chico and the Chico Park Division to develop a working project plan to take place over a 4 year period with the purpose of rehabilitating the Bidwell Bowl Amphitheater on the campus of California State University, Chico. This event center is comprised of 14 rows of wood benches that are split into four sections. Two of the CIM clubs from CSU, Chico as well as several of the CIM classes will be included in assisting this project to create not only a usable area for the public consisting of economical benches with low maintenance for the park service, but to also create an area that can contribute to learning and skill development for CIM students at CSU, Chico for years to come.

After the project plan has been agreed upon by the partners of the project, there will be three areas of resources that will be looked into:

- 1.) Time – It is essential to ensure timing between project steps is used efficiently. Meetings for the project take place every Wednesday from 11:00-2:00 pm at the campus of CSU, Chico with professor guidance and assistance every Wednesday-Friday. This is done to ensure consistent project updates as well as professional oversight on decisions from highly experienced advisors. The proposal will also need to be completed by the end of the first week of March to allow City Council to have ample time to analyze and discuss. A presentation will be prepared for the City Council meeting on March 25 to give City Council a breakdown on the project plans and the defined time table. It is vital that this is done on this date to ensure City Council can make an informed and timely decision to begin work on the project. Assuming the project is approved, work will start immediately on preparations for the pre-cast benches off site. This is essential as there is a very limited amount of time to complete this project by.
- 2.) Materials – The main material being used will be a concrete mix from a local ready mix plant in Chico. The concrete will be received from underutilized mixes which would have sent the material to the landfill. This does two things:
  - 1.) It creates a source of free material to help keep project costs as low as possible.



- 2.) It brings an element of sustainability to the project by using material that would have otherwise become waste filling our landfill.

Although this is the most high impact material, there will be several other materials/resources that this project will hinge on and will need to be obtained. These include stains, sealants, wood (forms for bench legs), melamine (forms for benches), visqueen (create surface of benches), large bins (waste and old benches), a water source, and reinforcing steel, a sign crane, security fencing , and a flatbed truck. These material needs will require financial assistance from outside sources and partners alike.

- 3.) Labor – There will be several professors from CSU, Chico’s CIM program that will be overseeing and/or assisting in several areas of this project. All of them have vast experience in large scale projects involving both an active learning environment as well as creative design and implementation. There will also be several industry professionals that will also be assisting in several areas of the project ranging from design aspects, to material choices, to finishing and maintenance. In addition to these sources there will be several CIM classes that will be assisting in the removal of old benches, design and installation of forms, creation of the new benches and the overall decorative and maintenance aspects. There is a possibility of Park Service officials and/or City of Chico officials assisting in some manner as well.

Once these three resources have been decided upon and scheduled, project preparation will begin at the site in April. Removal of the old benches and preparation for the overlay will take place two weeks before the pouring of the bench legs on site. The bench leg forms will be installed 3-5 days before the pour for the legs will take place. During the time that this is all taking place the bench tops will have been created in an offsite area one section at a time. Once the legs are completed, the bench tops can be brought in via flatbed truck and sign crane for installation. Once installation has taken place the CIM decorative class will seal the bench tops and legs.

## PROJECT DETAILS

- Facility layout: The amphitheater as a whole can be broken down into four (4) sections of benches from left to right. Each section contains fourteen (14) rows of benches. Each of the four (4) sections will be addressed and completed as one (1) phase of the project. The amphitheater, once completed, will also have variation in the color of the benches to represent different seating areas. This will be done using different colored stains for different sets of benches. The first four (4) will be green with the following four (4) being brown and the final area of five (5) benches being red. This will be a design aspect directed at assisting in seating for large events as well as adding some flavor to the overall feel of the amphitheater.
  - Phase One (1): This phase will consist of the far left section, or section one (1), of the amphitheater if you are facing the facility looking up towards the top. Phase one consists of 261.8 linear feet of bench and will be completed by Sunday, May 17, 2013.

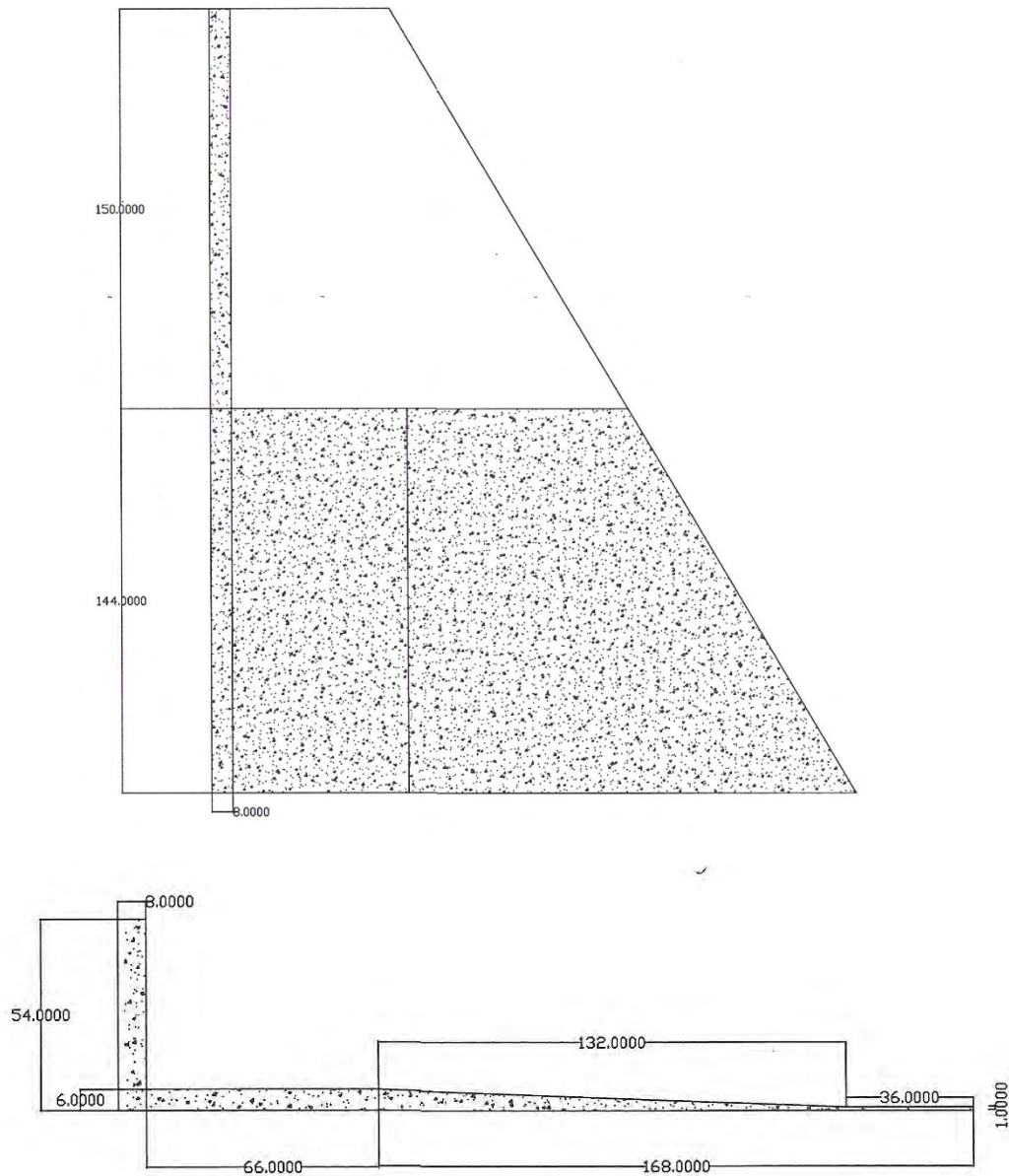
Bench Measurement (ft.)

Bench	Far left	Center	Far Right
1	7' 1/2"	5' 11"	
2	8'	5' 11 1/4"	
3	4' 6 1/2"	4' 3"	6'
4	4' 11"	10' 9"	
5	5' 3"	5' 1/2"	6' 1/2"
6	5' 8"	11' 8"	
7	5' 10"	5' 10"	6' 2 1/2"
8	6' 8 1/2"	6' 4"	6' 2"
9	7'	6' 9 1/2"	6' 4 1/2"
10	7' 1/2"	13' 11"	
11	8'	7' 7"	6' 5"
12	8' 3"	8'	6' 6"
13	8' 5"	8' 4"	6' 6"
14	9'	8' 10 1/2"	6' 7 1/2"

Total:  
261.8'

- Phases two (2) through four (4) will follow similar suit of phase one (1) and will be done in consecutive order from left to right. They will also need to gain approval from city council each time to begin project continuation. Minor modifications may be made but the main concept and design will stay intact.
- Bench Design: The overall design will consist of two parts, a bench top for seating and a series of supports/legs spanning every four (4) feet. They will be secured together with the use of metal L-brackets. This ensures a secure fit as well as easy removal if need be. The reasoning for this is to create a product that, if damaged, can be easily removed, replicated, and replaced to keep the functionality and integrity of the facility intact.
  - Bench Tops:
    - Dimensions: The bench tops will be in various lengths depending on the row but will be no more than eight (8) feet in length. They will be three and a half (3 1/2) inches thick with a width of twelve (12) inches.
    - Aesthetics: The bench tops will be pre-cast in a controlled environment on a level surface to ensure thickness consistency. The form will consist of a melamine board with visqueen on top. The purpose of this combination is to give the top of the bench a glossy appearance so dirt and water will not collect in holes or crevices that would otherwise be present. Once adequate setting up has taken place, the forms will be removed and the tops will be stained on site for a uniform appearance.
  - Bench Legs:
    - Dimensions: The legs will be fourteen (14) inches tall by six (6) inches wide by twelve (12) inches deep.
- ADA Requirements:
  - A slab will be poured in the dimensions of six (6) inches high by sixty six (66) inches deep by twelve (12) feet long. This slab will run along the length of the outside of the top wall directly in relation to the section being worked on. This ADA area fills the requirements for two of the four sections of seating within the Bidwell Bowl. This being the case, another ADA accessible slab will need to be installed behind the amphitheater wall of the third section. There would also be another slightly sloped concrete slab connecting the level slab to the existing asphalt that leads into the park behind the amphitheater. This sloped

slab will be created to accommodate accessibility from the asphalt to the level slab for viewing of the amphitheater.



- Solutions for the ADA requirements have been submitted and are in the process of being approved.

## PROJECT DELIVERABLES

Technical report outlining the findings between the before and after training

1. Technical report outlining the project details relative to design and materials
2. Project report detailing the entire project – narrative in form suitable for general construction audience readership
3. Senior capstone project report to satisfy requirements of the CSU Chico CIM degree program

## GENERAL TIMELINE/TASKS

### *January*

Identify scope of work  
Gather necessary contacts

### *February 3-8<sup>th</sup>*

Plan project logistics and scheduling  
Contact project partners to set meeting times

### *February - March*

Hold meetings with partners to finalize project plans  
Gather necessary resources  
Complete removal of existing bench section

### *April*

Install forms for new bench tops offsite  
Prepare (power wash) concrete steps and base for overlay  
Install forms for pour in place bench legs/supports  
Pour bench legs  
Remove leg forms  
Apply overlay to both bench legs and original steps and base concrete  
Apply stain to the bench tops  
Install pre-cast concrete bench tops  
Seal completed benches on site  
Report drafts complete  
Presentation to industry patrons

### *May*

Final reports complete

## DETAILED TIMELINE/TASKS

### *February*

February 4-5

- Meet with Nate Adam of the CIM program
- Discuss contact sheet and meeting agenda

February 6-8

- Contact Partners to set up date/time/place for meeting the following week
- Contact ADA

February 11-28

- Meet with partners to discuss project details and ideas
- Go over ideas and questions from each partner
- Finalize agreed upon goal of project

### *March*

March 1-9

- Hold meetings with partners to finalize project plans
- Create ADA drawings and submit for approval
- Create project drawings
- Create presentation for City Council meeting on March 25

March 11-15

- Gather necessary resources and/or contacts for resources
- Create mock up sample
- Finalize dimensions
- Finalize costs

March 16-24

- Spring Break – out of town
- Touch up presentation for city council
- Update project plan if need be

March 25

- Present project proposal to City Counsel

March 26-31

- Begin removal of wood benches for phase 1 of project
- Once removal is complete set up security fencing
- Purchase forming material and set up forming area off site

## *April*

April 1-7

- Install forms for new bench tops offsite
- Pour first set of bench tops (first 4 rows)
- Pull forms on first set 2 days after pour
- Stain first set of bench tops

April 8-14

- Install forms for pour in place bench legs/supports
- Pour bench legs
- Remove leg forms
- Install forms for set 2 bench tops offsite
- Pour first set of bench tops (second 4 rows)
- Pull forms on second set 2 days after pour
- Stain second set of bench tops
- 

April 15-21

- Install forms for set 3 bench tops offsite
- Pour third set of bench tops (last set of 5 rows)
- Pull forms on third set 2 days after pour
- Stain third set of bench tops

April 22-28

- Pick up and transport concrete benches to Bidwell Bowl Amphitheater
- Install pre-cast concrete bench tops
- Seal completed benches on site

April 29-May 3



- Report drafts complete
- Presentation to industry patrons

## *May*

May 6-10

- Final Reports Complete

## PROJECT LEADERSHIP/CONTACTS

### Project Manager

Stig Strombeck  
Student, CIM Program  
California State University, Chico  
916-671-4726  
sstrombeck18@yahoo.com

### Academic/Executive Oversight

Tanya Komars  
Director, CIM Program  
California State University, Chico  
530-514-4341  
tkomas@csuchico.edu

### Senior Research Advisor

Scott Burghardt  
Faculty, CIM Program  
California State University, Chico  
530-518-1309  
sburghardt1@mail.csuchico.edu

## CHICO STATE STUDENT LEARNING OBJECTIVES

1. Learn how to properly organize and complete a medium to large scale project that is logistically difficult in a relatively short amount of time.
2. Practice communication professionalism in the aspects of writing style, verbal communication, and punctuality.
3. Train myself in time management in terms of balancing many different important subjects at the same time such as; College Classes, a Student Club, a Resident Advisor position, and a large scale project on campus.



## BPPC Agenda Report

Meeting Date: March 25, 2013

TO: Bidwell Park and Playground Commission  
FROM: Housing and Neighborhood Services Director (879-6301)  
RE: Acceptance of Park-Related Community Organization Funding Request (FY 2013-14)

### REPORT IN BRIEF:

As part of the City's Community Organization Funding Program, any applications which propose use of City park facilities or operate in City parks are provided to the Bidwell Park and Playground Commission (BPPC) for acceptance. The applications are then forwarded to the Finance Committee for recommendations to the City Council on funding allocations for Fiscal Year 2013-14.

Recommendation: Recommend acceptance of the application.

### BACKGROUND:

The City Council annually considers applications from non-profit organizations for City funding as part of the Community Organization Funding Program. Funding requests which propose use of City park facilities are referred to the Park Commission for consideration and acceptance. The applications are then provided to the Finance Committee which considers and recommends funding levels for each applicant during two April Committee meetings. The recommendations are then provided to the City Council for consideration of final allocations during the Council's June budget session.

### DISCUSSION:

The City has received one park-related application for Fiscal Year 2013-14 funding (copy attached). The funding for this request, if allocated by the City Council, would come from the City's General Fund.

1. **Chico Creek Nature Center - Requesting \$65,000 for personnel costs**

The City previously has provided funding to the Nature Center for staffing costs associated with its visitor center and educational programs. The \$65,000 request is an increase of 32% from its current allocation of \$44,271 and, if approved, represents 24.6% of its projected income for the upcoming fiscal year.

If Commission members have further questions about the Community Organization Funding Program in advance of the meeting, please contact me at [smorgado@ci.chico.ca.us](mailto:smorgado@ci.chico.ca.us) or 879-6301.

### PUBLIC CONTACT:

The applicant has been provided with a copy of this report.

Prepared by:

  
Sherry Morgado, Housing and Neighborhood Services  
Director

### DISTRIBUTION:

BPPC Agenda Distribution - original  
Applicant  
City Manager - route info

### ATTACHMENTS:

Applicant Funding Requests/Analysis Sheets

FILE: D-27-3

**2013-14 COMMUNITY ORGANIZATION FUNDING REQUEST**  
**ORGANIZATION SUMMARY**

**ORGANIZATION:**           **CHICO CREEK NATURE CENTER**

**SERVICES PROVIDED:** Operation of a nature center, regional exhibit and classroom facility used to provide environmental education programs; and serving as a visitor information/interpretive center for Bidwell Park.

**2012-13 FUNDING:**  
\$44,271

**2013-14 FUNDING REQUEST:**  
\$65,000 (32% increase from prior year's funding)  
Requested City funding comprises 24.6% of 2013-14 organization projected income.

**PROPOSED USE OF CITY FUNDS:**  
Salaries/benefits for staff.

**UNITS OF SERVICES:**  
Primarily provides indirect services; estimates that approximately 60% of its projected 15,000 visitors or clients will be City residents.

**OUTCOMES AND INDICATORS:**  
Outcome: Increased awareness of Park's natural system, leading to better citizen stewardship of the Park which eases associated costs; complements school science curriculum by using Park as laboratory; tourist center; opportunities for internships.

Indicator: Use of sign-in visitor sheets, records of participants and City residents in school programs, and counts of inquiries and distribution of maps.

**AUDIT FINDINGS:**  
FY 09-10     Not audited  
FY 10-11     None  
FY 11-12

**OTHER CITY ASSISTANCE:**  
The Chico Creek Nature Center leases a small portion of Bidwell Park between Cedar Grove and the Deer Pen at no cost. Lease term was renewed for a 20 year term beginning 1/1/01. A loan of \$185,000 (FY 05-06) for assistance in constructing the exhibit and classroom facility was provided by the City. Staff expects the Nature Center to request a further deferral of loan repayments while the organization is restructuring.

**ESSENTIAL SERVICES:**  
Applicant indicates it serves as City's visitor center on weekends and in its daily operations serves to showcase Bidwell Park and educate visitors about park rules and stewardship practices.

CITY OF CHICO  
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

FISCAL YEAR 2013-14

RECEIVED

FEB 8 2 2013

CITY MANAGER  
CITY OF CHICO

In completing this application for funding, please include information on the organization's entire operation, including the overall organization budget. If necessary, attach additional pages to include information on specific programs within the organization.

Applicants who have funding approved by the City Council will be required to provide evidence of comprehensive general liability insurance as set forth in the instructions provided with this funding request.

PLEASE TYPE

GENERAL INFORMATION:

1. NON-PROFIT ORGANIZATION NAME: Chico Creek Nature Center  
MAILING ADDRESS: 1968 E. 8<sup>th</sup> Street, Chico CA.95928  
TELEPHONE: 530-891-4671  
E-MAIL: Nature@now2000.com FAX NO. 530-891-0837

2. PROGRAM DIRECTOR: Laura Beck Executive Director  
(Name and Title)

MAILING ADDRESS, E-MAIL, AND PHONE IF DIFFERENT FROM ABOVE:  
Same as above

3. A. Is the Organization or fiscal receiver a California non-profit corporation? X Yes    No  
(If "no," organization is ineligible)
- B. Has the Organization filed current certified Articles of Incorporation and Bylaws with the City?  
  X   Yes    No If "no," attach to this funding request form.

4. AREA SERVED BY NON-PROFIT ORGANIZATION:

City of Chico (only)X    Greater Chico Urban AreaX    Butte County X   

Other areas outside of Butte County (specify) Other areas outside of Butte County (specify): The Chico Creek Nature Center service area extends to Butte County, the Sacramento Valley and the entire state of California. Recently, we have had out-of-state visitors who have utilized the Nature Center's resources.

5. **What overall services will the organization or program provide in the 2013-14 fiscal year?**

Our mission is to enhance the quality of all life by promoting understanding, awareness, appreciation, and knowledge of our environment through environmental education in Bidwell Park. It is the philosophy of the Chico Creek Nature Center that through increased knowledge and understanding, individuals will learn to protect and preserve our natural resources and, especially, **Bidwell Park**. As stewards of our environment, we can promote a high quality of all life now and for the future.

Currently the Nature Center provides K-6 school programs aligned with California State science standards; spring, winter, and summer science and nature camps (with scholarship opportunities for low-income families);

free weekend and evening programs for all age groups regarding topics such as (but not limited to) birding, trails, hikes, nature walks, native plant and animal species; internship opportunities for Chico State and Butte College students studying biological sciences, education, child development, recreation and more; job readiness opportunities for local high school students; and, volunteer opportunities for the community (including special needs populations and seniors). The Nature Center continues to provide respite for injured, non-releasable animals that are also used for educational trainings for the public, which also includes medical care and attention. Additionally, the Nature Center has public restroom facilities for people utilizing the park, informational resources and maps for the park and directories for other departments related to the park. Tucker Hall and Kristie's Lab are open to the public as well as for private classes and programs to further educate the community on the natural history and resources of Butte County. It is the Nature Center's intention to build the current lab with new equipment so that students can gain hands-on practical experience to complement their academic education.

6. **OTHER FUNDING SOURCES:**

Has your organization applied for private, county, state or federal funding assistance for the 2013-14 Fiscal Year?

Yes  No

Please explain: In recent years the Nature Center has applied for additional funding support from the following sources: The Joseph and Vera Long Foundation, Honda Foundation, and UPRR, Union Pacific Railroad. In 2013-14 we will be re-applying for the FYI/PG&E grant, and the Joseph and Vera Long and the Annenberg Foundation, Fish and Game Dept. Grant and seeking out more grant opportunities that a line with our Mission throughout the fiscal year.

7. Has the proposed activity been funded by another public agency (eg, County, State, School District) in the last 12 months?

Yes **Will the proposed activity increase the level of service or provide a new service component?**

Local schools do assist in supporting the nature center through small fees paid for services of environmental educational programs. Other than this there are no other public agency funds taken in. Our goal is to continuously improve our programs so that they keep up with current and new content standards and complement teachers' work in their classrooms. Resources and funding are continuously diminishing and it is the Nature Center's goal to assist schools and teachers in providing our community's youth with the highest quality of education as possible. The CDGB Grant from the city is critical for just keeping the doors open to begin with. The grant funding must be in place to continue to offer these programs at such a low cost to public schools. Our plan of expansion in programming begins with new environmental opportunities to all age groups beginning with new Teen programming and specialized classes for Seniors. Our new lead in takes place in the area of recreational based opportunities which visitors enjoy in Bidwell Park such as: Nature Hikes, Lab Events Native American crafts and Bird watching all workshops now being developed and readied for implementation. Our current mission is to engage our out of town visitors with weekend drop in programs intended to excite each person as they visit. Docent lead tours, CD presentation of Bidwell Park, Meet the animal opportunities will all play a role in The Chico Creek Nature Center being a destination to visit in the city of Chico. With the onset of

new leadership we see the Nature center as a hub for the city Parks Division and CCNC working together as a complement to each other in the roles we play as Stewards of Bidwell Park. Adding to this we are now hosting the City Rangers as a drop in site. The Rangers and CCNC staff have come together to kick off a new and exciting Jr. Ranger Program for all young visitors to the park. Each will have the opportunity to pledge and join in the stewardship of Bidwell Park while enjoying their visit.

No Please explain why the previous funding is no longer available.

8. **Explain how this program or project would be affected if City funding is not available:**

The Chico Creek Nature Center has currently undergone a change in leadership at the executive and board levels. City funding is critical as the Nature Center strives to expand, improve and better provide resources related to Bidwell Park, students, schools and our community. A goal of the Nature Center is to bring more awareness to Bidwell Park, the city and itself. We intend to increase visitor ship, classes and programs, community partnership and collaborations as well as create a stronger financial base to maintain our sustainability well into the future. Without the city's funding, the current staff would not be able to plan for and reach these critical goals that are so vital to the Nature Center and the community. It is our request that city funding increase to **\$65,000 covering** the primary funds needed to fully staff the nature center operationally year round. It is my opinion the staffing level and distribution of fiscal staffing funds has been underestimated in the past. **The goal is for us to become self-sustaining of all part-time salaries. In order to accomplish this I need the staffing plan (Position Control Form) to be filled at full capacity for our self-sustaining working plan to kick into a best practice supplying and maintaining productivity to increase permanent financial stability.**

9. **Will this program or project require additional City funding in future program years? If yes, describe reason(s):**

The Chico Creek Nature Center will continue to need funding from the City of Chico to provide services related to Bidwell Park for the public. The Nature Center is a wonderful resource not only on the recreational activities in Bidwell Park, but we also provide safety tips, environmental awareness information, and a sanctuary for native plants and animals. It is the Nature Center's current goal to collaborate and work with as many relevant agencies, departments and organizations that can be supported to better meet the needs of our community. As we begin to grow, the City of Chico funding will be generate a greater return on investment and ensure that the Nature Center is a valuable asset and resource. Funding from the city will allow the Nature Center to venture into additional programming and services that we are not currently providing.

10. **FINANCIAL/COMPLIANCE AUDITS:**

A. Has your organization been audited in the past year by an individual or firm other than the City of Chico?  
 Yes  No

If yes, by whom? Workmen's Compensation Insurance

B. Has any audit of your organization found discrepancies or problems?  Yes  No



If yes, please explain: \_\_\_\_\_

11. ADDITIONAL CITY ASSISTANCE:

Has your organization received any other form of assistance from the City of Chico (such as subsidized rental/lease of City property, waiver of fees, etc.)?

Yes  No

**If yes, please indicate nature and amount/value of assistance:** The Chico Creek Nature Center has a no-cost lease agreement in exchange for park information and educational services. We currently have a loan with the City of Chico for \$185,000 that provided assistance for the construction of the newest city-owned interpretive facility.

12. ESSENTIAL SERVICES:

Does your organization provide essential services (defined as services which otherwise the City might directly provide or services which directly assist City departments)?

Yes  No **Please explain:**

Twelve months a year, the Chico Creek Nature Center facilities are open to the public to showcase the unique features, resources and attractions of Bidwell Park. Located in the heart of the park, directly off of Highway 99, the Nature Center refers local community members and tourists to downtown and outlying businesses and services. Currently, the Nature Center is the only visitor services in the City of Chico that are available on weekend days and some holidays. Our information center and museums are free to the public and provide educational and awareness information. Visitors have the opportunity to become aware of the park rules as well as learn park stewardship practices. Students and campers who participate in our programs gain educational lessons in an outdoor, natural setting and college interns utilize the Nature Center to further their educational paths in a variety of disciplines. Special needs populations as well as seniors utilize the Nature Center for job readiness training, outdoor experiences, educational purposes and more. We are a central meeting point for many diverse in need groups. We are expanding programs in the park and able to host visitors who are unable to hike in the interior of the park. These community members experience and enjoy many of our native species right here at the Nature Center. Also note we have bathrooms and staff regularly open and available for emergency referrals which benefits park visitors, other city service providers and the community as a whole. The Nature Center is a reference point and directory for other services available to the public and we provide wildlife rehabilitation referrals on a regular basis. In recent months we have agreed to be a drop in site for the Park Rangers while collaborating to enhance the Jr. Ranger program creating a buy in for young visitors to Bidwell Park.

13. FUNDRAISING EFFORTS:

**Describe your organizations fundraising efforts during the past year (include annual events, specific campaigns and any other relevant information demonstrating community fiscal support).**

Throughout 2013-14 our focus for new membership continues. Donations are conceivably year round solicitations with an emphasis to family membership and what *are* the benefits received to each new and existing member. In October 2012, the board of directors solicited applications for a new executive director. In

November 2012, Laura Beck accepted the position and is currently working toward completing a strategic plan, resource development objective and a human resource execution. Additionally, the goal of the 2013-14 year is to increase membership by 100%, increase the quality and amount of programs and services to youth, increase and diversify its funding base, improve awareness of the Nature Center and provide more resources related to Bidwell Park. On April 20th, the Nature Center will hold an event titled, "Celebrate the Jewel," a fundraising event for the Nature Center and an awareness event for park activities and services. This event will also showcase the new programs and camp activities that will be available in the next couple of months, improve awareness and increase membership. A fall formal event will be held that will include dinner, a silent auction and program, face-to-face visits with past and potential donors have already begun to take place under the direction of the new executive director. This will be an on-going activity for the Nature Center. Grant requests will be solicited on an on-going basis from private and public entities. The Nature Center continues to participate in the North Valley Community Foundation's Annie B's drive and has become a partner/sponsor of the annual Snow Goose Festival. The Nature Center annually continues its partnerships with the Butte Environmental Council Endangered Species event, KZFR's Bocce Ball Tournament, and continually looks for events and activities that will support other agencies plus benefit the Nature Center. Our ACH account is active and we have donors contributing through this option.

14. SUPPORT OF CITY DIVERSITY ACTION PLAN GOALS:

**Describe outreach efforts or programmatic elements which foster access to your organization's services by underrepresented groups in our community.**

The Chico Creek Nature Center will continue its outreach efforts through the various media sources in our community. Additionally, we will strive to obtain funding from grant sources that will allow us to directly partner with agencies such as the Work Training Center, ARC, the Boys & Girls Club to name a few. Many individuals and groups who live in our community have never truly experience the beauty of our natural surroundings, nor have they had the opportunity to learn about our native plant and animal life. We will continue to provide volunteer and paid opportunities for special needs populations and seniors.

ORGANIZATION NAME: Chico Creek Nature Center

2013-14 FISCAL YEAR  
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

INCOME INFORMATION SHEET

Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.

	<u>FY 2012-13</u>	<u>Estimated 2013-14</u>
<u>INCOME SOURCES:</u>		
1. BEGINNING BALANCE (July 1)	\$ <u>18,351.35</u>	\$ <u>18,351.35</u> <sup>1</sup>
2. Federal Grants (Specify)	\$ _____ \$ _____	\$ _____ \$ _____
3. State Grants (specify)	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____
4. City of Chico Community Organization Funding	\$ <u>44,271.00</u> <sup>2</sup>	\$ <u>65,000.00</u> <sup>3</sup>
5. Community Donations	\$ <u>35,000.00</u>	\$ <u>40,000.00</u>
6. Fees for Services	\$ <u>20,000.00</u>	\$ <u>45,000.00</u>
7. Fund Raising	\$ <u>12,000.00</u>	\$ <u>15,000.00</u>
8. Other Income Sources:		
<u>Schulerad Endowment</u>	\$ <u>11,300.00</u>	\$ <u>11,000.00</u>
<u>Retail Sales</u>	\$ <u>8,500.00</u>	\$ <u>8,500.00</u>
<u>Other Grants</u>	\$ <u>39,000.00</u>	\$ <u>60,000.00</u>
<u>Space User Fees</u>	\$ _____	\$ <u>1,000.00</u>
9. TOTAL INCOME (Add Items 2-8)	\$ <u>161,971.00</u>	\$ <u>245,500.00</u>
10. TOTAL FUNDS AVAILABLE (Item No. 1 plus Item No. 9)	\$ <u>180,322.35</u>	\$ <u>263,851.35</u>

<sup>1</sup> Should match No. 12 "Ending Balance" (2012-13 Column) on Expenditure Information Sheet (Page 5).

<sup>2</sup> Should match actual City funding for 2012-13.

<sup>3</sup> Should match "Total City Funds Requested" for 2013-14 as shown on Page 6.

ORGANIZATION NAME: Chico Creek Nature Center

**2013-14 FISCAL YEAR  
COMMUNITY ORGANIZATION FUNDING REQUEST FORM**

**EXPENDITURE INFORMATION SHEET**

**Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.**

	<u>FY 2012-13</u>	<u>Estimated 2013-14</u>
<b><u>TOTAL FUNDS AVAILABLE:</u></b>	\$ <u>180,322.35</u> <sup>1</sup>	\$ <u>263,851.35</u> <sup>1</sup>
<b><u>EXPENDITURES:</u></b>		
1. Salaries/Employee Benefits	\$ <u>120,000.00</u>	\$ <u>185,909.06</u> <sup>2</sup>
2. Consultant Expenses	\$ <u>1,500.00</u>	\$ <u>1,500.00</u>
3. Travel Expenses	\$ <u>1,000.00</u>	\$ <u>1,000.00</u>
4. Office Space Expense	\$ _____	\$ _____
5. Consumable Supplies	\$ <u>10,500.00</u>	\$ <u>12,000.00</u>
6. Equipment Expense	\$ <u>4,000.00</u>	\$ <u>9,600.00</u>
7. Utilities Expense	\$ <u>10,500.00</u>	\$ <u>10,500.00</u>
8. Insurance Expense	\$ <u>5,000.00</u>	\$ <u>5,000.00</u>
9. Other Operating Expenses:		
<u>Retail Costs</u>	\$ <u>4,000.00</u>	\$ <u>5,000.00</u>
<u>Exhibit and General Repairs</u>	\$ <u>3,000.00</u>	\$ <u>6,000.00</u>
<u>Fees and Permits</u>	\$ <u>500.00</u>	\$ <u>1,000.00</u>
<u>Taxes</u>	\$ <u>750.00</u>	\$ <u>1,500.00</u>
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
10. Capital Expenses (show detail on separate sheet and attach)	\$ <u>1,221.00</u>	\$ _____
11. TOTAL EXPENDITURES	\$ <u>161,971.00</u>	\$ <u>239,009.06</u>
12. <b>ENDING BALANCE</b> (Total Funds Available Minus Total Expenditures)	\$ <u>18,351.35</u> <sup>3</sup>	\$ <u>24,842.29</u>

<sup>1</sup> Should match No. 10 "Total Funds Available" on Income Information Sheet (Page 4).

<sup>2</sup> Should match "Total Annual Personnel Cost" on Employee Information Sheet (Page 7)

<sup>3</sup> Should match No. 1 "Beginning Balance" (July 1 on 2013-14 Column) on Income Information Sheet (Page 4).

ORGANIZATION NAME: Chico Creek Nature Center

2013-14 FISCAL YEAR  
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

PROPOSED USE OF CITY OF CHICO FUNDS

1. Describe services, programs or events to be provided with requested City funding:

Requested city funding will be used for staff salaries for the annual year 2013-14.

2. City funds will be used specifically for the following itemized expenditures:

**Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.**

<u>Expenditure</u>	<u>Amount</u>
<u>Wages and Salaries</u>	<u>\$65,000</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<b>TOTAL CITY FUNDS REQUESTED</b>	<b>\$ <u>65,000</u></b>

3. Will fees be charged for the services or program listed above?  Yes  No  
If yes, please list (attach fee schedule, if additional space required):

Currently we offer science-standards aligned K-6 programs to regional schools for the following prices: 30 minutes \$50; 45-minute programs are \$65; and 60-minute programs are \$80; 90 minute \$110. We also offer camps at the price of \$130 per child for one-week sessions with extended care included.

4. Describe the eligibility criteria for qualification of recipients for services listed above (attach additional sheet(s), if more space required): N/A

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FISCAL YEAR 2013-14  
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

**EMPLOYEE INFORMATION SHEET**

Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.

Position Title	Status of Position <sup>1</sup>	Hours Worked Per Week Per Position	Annual Salary/ Benefits Per Position	Number of Positions <sup>2</sup>	Total Annual Personnel Cost <sup>3</sup>
Executive Director	P	40	\$ 51,350.00	1	\$ 51,350.00
Office Manager	P	30	\$ 24,862.50	1	\$ 24,862.50
Office Assistant 1	P	20	\$ 10,725.00	1	\$ 10,725.00
Office Assistant 2	P	10	\$ 5,362.50	1	\$ 5,362.50
Naturalist	P	20	\$ 20,800.00	2	\$ 41,600.00
Assistant Naturalist 1	P	14	\$ 8,645.00	1	\$ 8,645.00
Assistant Naturalist 2	P	10	\$ 6,175.00	1	\$ 6,175.00
Camp Counselor – 3 sessions	S	35	\$ 4,692.19	2	\$ 9,384.38
Camp Counselor - Summer	S	35	\$ 3,970.31	4	\$ 15,881.25
Camp Director	S	35	\$ 6,398.44	1	\$ 6,398.44
Workshop Instructor	T	10	\$ 2,762.50	2	\$ 5,525.00
Animal Care Assistants and Exhibit Hall Docents	V	2.5	\$ -	18	\$ -
<b>TOTAL</b>					<b>\$ 185,909.06</b>

Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.

<sup>1</sup> Permanent (P), Temporary (T), Volunteer (V), Intern (I), etc.

<sup>2</sup> Total number of positions in the organization with the same title, status, and salary.

<sup>3</sup> Multiply Annual Salary/Benefits by Number of Positions.

<sup>4</sup> Should match No. 1 "Salaries/Employee Benefits" on Expenditure Information Sheet (Page 5)

ORGANIZATION NAME: Chico Creek Nature Center

FISCAL YEAR 2013-14  
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

NARRATIVE

Please provide a brief (no more than one page) narrative statement regarding your organization that will assist the City Council in evaluating your funding request.

New applicants **must** attach a current list of Board of Directors or Advisors (names and mailing addresses) and a business plan for the organization.

The Chico Creek Nature Center is the City of Chico's information and interpretive center for Bidwell Park, a local treasure and the most alluring year-round draw of visitors for our city. Due to its location, associated with heavy foot traffic and established relationships with local school districts, the Nature Center offers an efficient means through which the City can provide maps, park information and rules, and interpretive programs on its natural systems. These programs are designed to teach responsible park use through increased awareness of the park's flora and fauna. The Nature Center plays an important role in efforts to protect and preserve our park, which reduces costs associated with enforcement of park rules. In addition to its role as the gateway to the park, the Nature Center's close proximity to Highway 99 means it serves as a source of general tourist information about Chico. For locals and tourists, the Nature Center's living animal museum, exhibits, lab and native plant garden serve as an introduction to the splendors of the park.

The Nature Center has a long history of providing science programs, services and camps particularly to the youth of our community. Walks guides and tours educating the general public of the uses, resources and joy of Bidwell Park has also been a staple of what we do. The Chico Creek Nature Center has recently undergone significant changes in its executive and board level of leadership. The Nature Center is committed to expanding its membership base, increasing the breadth and depth of its programs, building and sustaining diverse funding streams, and ensuring that the Nature Center is here for future generations to enjoy. Partnerships and collaborations will be critical to this process. The Nature Center is committed to fulfilling its mission and being a true resource to the community and its partners.

One of the first solutions to increasing funding for the Nature Center will be to pursue grants that are in alignment with our mission. Not only will this allow for the Nature Center to add more science-based programs and services to youth, it will expand our free programs that are offered on evenings and weekends to all ages. The Nature Center would like to increase its hours so that we are open 6 days a week, year-round. It is important for the Nature Center to promote the City of Chico and Bidwell Park to continue to draw visitors from all over even beyond the state of California. In this next year, the Nature Center will hold special events that will increase awareness of the Center and Bidwell Park as well as draw a great pool of donors and members that will support our mission.

The Nature Center will also expand its internship and volunteer programs to provide practical work experience for students and the community. While educating interns and volunteers, the Nature Center will also help to build their skill set to encourage greater academic gains in the classroom and also to help them succeed once they enter the work force. In addition to volunteers and interns, the Nature Center plans to increase funding so that we can provide more paid positions for our community to support the City's economic development efforts.

Overall, the Chico Creek Nature Center will strive to be the heart of Bidwell Park. It will strive to be the connector between agencies, groups and service providers who work every day to educate about and appreciate the natural wonder we have in our own backyards.



**CITY OF CHICO  
GENERAL/CDBG ORGANIZATIONS – SUPPLEMENTAL**

Organizations requesting City funding for general community services or services to low and moderate income clients must also answer the following Supplemental Questions.

1. **OUTCOME MEASUREMENT:** Address the following two factors (BE SPECIFIC):
  - a. **Outcomes:** What changes or benefits will the funded program/service provide?
  - b. **Indicators:** What measurement technique will you use to report on your outcomes?

a. Our services will provide educational information to promote responsible park use and a respect and understanding for our native plant and animal life. It will also complement science curriculum taught in our local schools, but utilizing the Park as an outdoor laboratory. This program will continue to draw local and out-of-town visitors and will be a connecting resource to other agencies and service providers. The Nature Center is also looking to help promote economic development by having more paid positions, offering college credit and experience and by teaching youth the wonders of the outdoors.

b. The Nature Center will record the number of visitors, program participants, maps distributed, camp enrollments, partnerships created and sustained and additionally funding secured to support our efforts.

2. **COMPLETE SECTION A OR SECTION B**

- A. **DIRECT SERVICES:** Explain the specific benefits your organization will provide to City of Chico residents during the 2013-14 fiscal year by describing the services, including quantifiable goals named (units of service).

**Define your organization’s unit of service:**

The Nature Center provides direct services through our educational programs, camps and workshops. As well as being a resource for information related to the park. Our described units of service are based on educational programs, daily visitor visits and informational executions and specialty workshop opportunities. This fiscal year we are striving to increase attendance in our programs offered, free workshops evenings and weekends by 60% in the 2013-14 year.

	Actual 2011-12	Estimated 2012-13	Estimated 2013-14
1. Total Units of Service	Approx:12,194	Approx:14,000	Approx:15,000
2. Units of service provided to City of Chico residents <b>with City Funds</b>	60%	60 %	60%

- B. **INDIRECT SERVICES:** If your organization does not provide direct client services, please explain the benefits of your program to the Chico community.

The Nature Center will continue to have an impact on the Park’s natural systems by educating the public on proper usage of the park (e.g., trails, etc.) and the resources that are available.

3. **DIRECT CLIENT INFORMATION (Complete only if Section A of Question 2 Completed):**

	Actual 2011-12	Estimated 2012-13	Estimated 2013-14
A. Total Direct Clients Served	Approx:12000	Approx:14000	Approx:15000
B. Total Direct Clients served who reside within incorporated City limits	50%	60%	60%
C. Total Low Income Clients Served	N/A	1%	2%
D. Total Disabled Clients Served	N/A	2%	4%

Does the Organization serve primarily low/moderate income or disabled clients?

Yes  No

We have and plan to continue offering scholarship opportunities for youth camp attendees who qualify. Our current efforts to establish more programs for mental and physically challenged members of the community are beginning to create increased specific program offerings to this unique population.

4. **IDENTIFIED PRIORITY SERVICE NEEDS:** The following priority needs, which may be eligible for Community Development Block Grant funding, have been identified in the Priority Needs Identified” section of the City’s Adopted Five Year Consolidated Plan (2010-2015).

- \* Services which support low-moderate income persons living in transitional or supportive housing, including but not limited to: mental health services, drug/alcohol services, independent living skills, job training, parenting skills/support, etc.
- \* Provision of emergency shelter for homeless individuals and families, along with case management services, including an individualized service plan. Homeless subpopulations with the greatest need are chronic substance abusers and the seriously mentally ill.
- \* Services to other low-moderate income persons and households including: provision of food staples/meals, counseling services, independent living skills, job training, health care, affordable day care, legal aid and shelter for victims of domestic violence.

Please check the box below that most appropriately applies to your proposed program:

- a.  Our program targets low-moderate income persons or households who have a documentable income that is less than \$46,300 (80% of the area median income for a household of 4 persons).
- b.  Our program targets a special needs population (presumed to be low-income) who may not have documentable income, including abused children, elderly, homeless or persons with disabilities (physical or developmental).
- c.  Our program targets persons or households living in a low-moderate income census tract.
- d.  None of the above applies, our program targets the following clientele base:

Our mission indicates we serve the community as a whole. Our outreach media is an invitation to all to visit the park and our center for information to assist in a positive and full experience. Although, we are looking forward to launching specific programming targeting underrepresented groups in our community.

A. If you checked box a, b, or c above, how does your program address one or more of the priority needs identified for CDBG funding?

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B. If you checked box d above, and your primary services are not targeted to low and moderate income clients, please indicate how services to your targeted clientele support general community services or needs in Chico.

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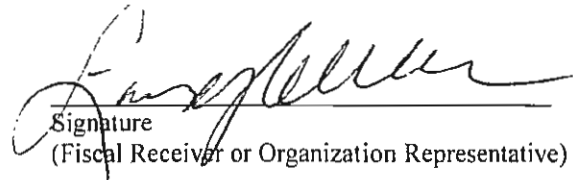
NOTE: Programs using a Fiscal Receiver must have signatures by both the program director and a representative authorized to sign on behalf of the Fiscal Receiver.

Laura Beck

\_\_\_\_\_  
Name of Non-Profit Representative  
Or Fiscal Receiver Representative

2/22/13

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature  
(Fiscal Receiver or Organization Representative)

\_\_\_\_\_  
Name/Signature of Program Director  
(If different from above)

## CHICO CREEK NATURE CENTER (CCNC) Educational Center for Bidwell Park

**Mission Statement:** The mission of the Chico Creek Nature center is to increase the understanding, awareness and appreciation of Bidwell Park. We do this by prompting environmental education and stewardship of its natural environment and by using the park as a laboratory. The Chico Creek nature Center is proud to be recognized by the City of Chico as Bidwell Park's official information and interpretive center.

### **Our Vision**

*Through increased knowledge and understanding, individuals will learn to protect and preserve our natural resources and, especially Bidwell Park. As stewards of our environment, we can promote a high quality of all life now and for the future.*

## Strategic Plan 2011-2015

**Goal #1** Further develop, strengthen, and define the role and mission of the CCNC

*Strategy #1* Make the CCNC known as the gateway and hub of Bidwell Park throughout the community and region with emphasis on its role as the visitor and interpretive center for Bidwell Park.

- Signage at entrance and at Eighth and Highway 32
- Entrance location
- Permanent Park exhibit
- Interaction with the City and Chamber of Commerce to increase tourism base.
- Develop programs which complement our mission (workshops, nature walks, maps)

*Strategy #2* Develop relationships with public institutions and environmental organizations who complement our mission, including:

AltaCal Audubon

- CNPS
- CARD
- Big Chico Creek Watershed Alliance
- River Partners
- Sacramento River Preservation Trust
- CSU, Chico Gateway Science Museum and academic program

*Strategy #2a* Develop relationships with civic organizations, public and private agencies and foundations who support our mission, including:

- Chico Rotary
- Kiwanis
- Soroptimist Club

*Strategy #2b* Develop relationships with private companies and institutions who support our mission, including:

- Banks (Union Bank, B of A, Wells Fargo, etc)
- P.G & E.
- Sierra Nevada Brewing Company

*Strategy #3* Develop a promotional plan to highlight the CCNC and its relationship with Bidwell Park, using:

- Topical brochures
- Maps
- Sponsored Workshops

*Strategy #4* Public outreach - Conduct educational programs via special presentations targeting the general public through the media, and specific audiences such as schools, churches, service clubs, and retirees.

**Goal #2** Continue to review, revise and implement the Capital Improvement Plan

*Strategy #1* Continue to make improvements to the facilities.

- Rain barrels
- Lighting
- Didn't we discuss Wes Dempsey Nature trail plan?
- Parking lot work (use of materials that discourage runoff)

*Strategy #2* Use facilities and grounds for multiple purposes

- Collaborate with other local organizations sharing common goals
- Expand current programs
- Explore rental possibilities
- Explore possible amphitheatre site

*Strategy #3* Continue to preserve and enhance the historical, interpretive, and educational plantings and gardens on Center grounds

- Native plants garden
- Connecting walkways, nature trails (or is that the Wes D above?)

*Strategy #4* Continue to improve curb appeal and safety in collaboration with the City of Chico

- Improve/maintain driveways, walkways
- lighting

**Goal #3** Build on existing organizational structure and services with the appropriate levels of staffing, services, equipment and supplies

*Strategy #1* Fulfill the CCNC's personnel needs to accomplish mission and structure organization to best meet those needs including pursuing various funding sources, fundraisers and grantwriting.

- Recognize increased needs due to new facility and expanded hours.

*Strategy #2* Adhere to clerical and administrative procedures, maintain facilities, equipment, and supplies needed to support CCNC programs.

*Strategy #3* Provide the optimum mix of displays and exhibits; and natural, live, and inanimate specimens needed to further Park interpretive capabilities.

- Maintain site appropriate collections
- Maintain inventory of collections
- Identify and estimate annual visitors? Does this bullet fit the strategy?

**Goal #4** Develop and implement a timely and balanced annual budget

*Strategy #1* Budget – Develop CCNC financial needs and goals that match desired growth.

- Establish and evaluate list of prospective programs
- Investigate costs vs. revenue for all programs

*Strategy #2* Funding from outside - Develop income from external sources.

- Increase Board of Directors' involvement in fund raising.
- Pursue grants, endowments, and increased membership.
- Build existing endowment fund
- Hold annual membership drive in April with special events throughout the month culminating in an annual membership meeting/celebration
- Summer concert series
- Promote a campaign of "Keep it Free" through membership and fundraising activities

*Strategy #3* Funding from inside - Increase level of funding from internal sources.

- Expand retail opportunities
- Increase facility capacity to allow expanded, new, and congruent programs
- Hire a development director

## **Chico Creek Nature Center 2012 Resource Development Plan**

### **Marketing**

Marketing for the Nature Center will be an ongoing and continuous effort that will create greater awareness and education about the work and purpose of the Nature Center. The overall goal is to provide opportunities for the community to embrace the Nature Center and utilize its resources and setting to its fullest potential. It will be imperative to increase partnerships and collaborations so as it is in alignment with the Nature Center's mission.

### *Branding*

All materials distributed by the Nature Center should contain, at the minimum, the Chico Creek Nature Center's logo. All printed correspondence should be on letterhead or have the Nature Center's information contained in the signature of emails.

Suggested tag line: The Chico Creek Nature Center located in the heart of Bidwell Park.

### *Print Materials*

- Newsletter (copies at the Nature Center, copies provided to those without email address)
- Envelopes, notepads, letterhead, cover sheets, business cards
- Brochures
  - General
  - Camp
  - Programs
- Posters
  - Birthday Posters
  - Workshop
  - Program
  - About the Live Animal Museum
  - About Howard S. Tucker Hall
  - About Kristie's Lab
- Maps
  - General Bidwell Park
  - Bidwell Park Hiking Trails
  - Bidwell Park Bike Trails
  - City of Chico
  - County of Butte

### *Electronic*

- Web site
- Constant Contact (E-blasts, surveys, newsletters)
- Facebook
- E-mail campaigns
- Newsletter

### *Media & Press*

- Press Releases & PSAs
  - KNVN, KHSL, News & Review, Parent Magazine, Chico Enterprise Record, Oroville Mercury Register, Paradise Post, Chamber of Commerce, DBA, KCHO, KZFR

### *Marketing Ideas*

- Highlight Nature Center animal once a month
- Showcase popular nature or animal artist – host showing at Nature Center
- Highlight changes and new additions for birthday parties
- Better program of all programs
- New programs added to the menu of options
- Others?

### **Membership**

It is a goal of the Chico Creek Nature Center's staff and board of directors to increase the number of members who annually renew their status, attend special events hosted and partnered by the Nature Center, attend annual membership(s), and are advocates for the Nature Center.

Membership recruitment activities should take place year round. This includes, but is not limited to, current board members and staff reaching out through written and verbal communication to educate potential new members on the Nature Center's mission and purpose, to invite them to Nature Center events, to solicit support in fundraising efforts and ultimately to succeed by growing the Nature Center's membership base.

As of February 2012, membership levels are as follows:

#### *Annual Membership*

- \$10 Student/Senior
- \$30 Individual
- \$50 Family

#### *Lifetime Membership*

- One Mile - \$500
- Five Mile - \$1,000
- Sycamore - \$5,000

#### *Membership Benefits*

10% discount on summer camp registration  
10% discount on birthday parties  
Invitation to "members only" special events  
T-shirt with initial membership  
Organizations receive discounts on facility rental/usage

### **Fundraising**

Fundraising efforts occur year round through the following methods:



- Membership fees
- Retail
- Individual and business donations
- Special event sponsorships and attendees
- Grants
- Planned giving
- Endowment

*Membership Fees* – See the above section.

*Retail* – Currently, the Nature Center has a small retail shop located in the Live Animal Museum. Retail items include t-shirts, children’s toys, puzzles, books, maps, and stuffed animals. Currently, revenue from retail sales total approximately \$5,000 (to date) for fiscal year 2011-2012. Moving forward, the staff must evaluate past retail sales and determine what the current and potential future demand will be in terms of items to stock within the shop. The suggested goal for retail sales for the 2012-2013 year is \$8,500.

*Individual and Business Donations* – The executive director, with the support of the board of directors, will be responsible for securing meetings with individuals and local businesses for the opportunity to educate them about the goals and objectives of the Nature Center as we work toward fulfilling the mission each year. Individuals and businesses should be selected based on their interests and passions as they correlate with the Nature Center.

Donors should be solicited every year through a variety of methods:

- Letter writing campaigns
  - Annual membership renewal appeal
  - Spring special event appeal
  - Fall special event appeal
  - Special projects appeals – ponds, native plant gardens, animal shelters, etc.
  - End of the year appeal
- ACH – monthly contributions
- Online contributions
- Special event tickets, sponsorships, auctions, raffles

### **Special Events**

The Nature Center will host various events such as, but not limited to the following: fundraising, membership, animal previews, art shows, guest speakers, guest groups, meetings and facility rentals.

*Fundraising* – The Nature Center will host two fundraising events each year: spring (April) and fall (September). The spring event will be titled, “Celebrate the Jewel” which will include a community activity, preview of activities, and a barbecue. The goal will be to showcase the Nature Center to members, donors, sponsors and potential participants and to raise \$5,000 in April 2012. The spring event will also be the renewal date for current members. Current members will receive information in the package about the spring event. This will save postage and

material costs by combining promotions for membership renewal and the upcoming fundraising event.

The fall event will be a formal dinner, hosted at the Nature Center. The executive director will apply for a permit to provide beer and wine at this event, as a one-time per year exception. The goal of this event will be to provide a formal evening that will highlight the year's accomplishments, promote the upcoming year's goals and objectives, honor supporters and volunteers, provide an elegant dining experience and raise \$20,000.

*Membership* – The Nature Center will host at least one annual membership meeting. This will provide members the opportunity to receive the annual goals and objectives as well as learn the events and other activities they can become involved in. This meeting will also serve as the election for the upcoming year's board members.

*Community Events and Open Houses* – The Nature Center will host various events that will serve as outreach and open house events to educate the community on the activities, programs and resources that the Nature Center provides. These events will generally be free to the community.

### **Volunteers & Interns**

The Nature Center relies heavily on volunteers. Volunteers enable the Nature Center to keep Tucker Hall open on the weekends, to provide spring and summer camp services, to deliver quality care to our animals, and to help out with everyday functions of the facility.

A volunteer committee is being established at this time. Individuals and groups will be identified and approached to become involved at the Nature Center. Groups of organizations that have been identified include, but are not limited to, the following:

- Park Watch
- Friends of Bidwell Park
- Soroptimist Club
- Rotary
- Omega Nu
- National Charity League

Nature Center staff is planning to implement an internship program to begin fall 2012. The staff will identify areas that are in need of assistance and will identify projects that will be a worthwhile and educational experience for the student. Internships will serve as an extension of their academic curriculum and will give them practical experience to complement what they are learning in the classroom. Students from CSU, Chico and Butte College will be given the opportunity to apply for a number of internships each semester. The number of available positions will be determined each semester and on an as-needed basis. The following departments at each school will be targeted for outreach efforts:

- CSU, Chico Departments
  - Natural Sciences
  - Parks & Recreation
  - Biology

- Geology
- Recreation
- Education
- Child Development
- Graphic Design
- Public Relations

➤ Butte College

- Environmental Studies/Parks & Recreation
- Natural Resources
- Child Development
- Environmental Horticulture

ORGANIZATION NAME: Chico Creek Nature Center  
 2013-14 FISCAL YEAR  
 COMMUNITY ORGANIZATION FUNDING REQUEST FORM

Income Information Sheet

<u>Income Sources</u>	<u>FY</u> <u>2012-2013</u>	<u>FY</u> <u>2013-2014</u>
1 Beginning Balance	\$ 18,351.35	\$ 18,351.35
2 Federal Grants		
3 State Grants		
4 City of Chico COF	\$ 44,271.00	\$ 65,000.00
5 Community Donations	\$ 35,000.00	\$ 40,000.00
6 Fees For Services	\$ 20,000.00	\$ 45,000.00
7 Fund Raising	\$ 12,000.00	\$ 15,000.00
8 Other:		
Schulerad Endowment	\$ 11,300.00	\$ 11,000.00
Retail	\$ 8,500.00	\$ 8,500.00
Private Grants	\$ 30,900.00	\$ 60,000.00
Space User Fees		\$ 1,000.00
9 Total Income:	\$ 161,971.00	\$ 245,500.00
10 Total Funds Available	\$ 180,322.35	\$ 263,851.35

ORGANIZATION NAME: Chico Creek Nature Center  
 2013-14 FISCAL YEAR  
 COMMUNITY ORGANIZATION FUNDING REQUEST FORM

Expenditure Information Sheet

	FY	FY
	<u>2012-2013</u>	<u>2013-2014</u>
Total Funds Available:	\$ 180,322.35	\$263,851.35
<u>EXPENDITURES</u>		
1 Salaries/Employee Benefits	\$120,000	\$ 185,909.06
2 Consultant Expenses	\$1,500	\$ 1,500.00
3 Travel Expenses	\$1,000	\$ 1,000.00
4 Office Expenses		
5 Consumable Supplies	\$10,500	\$ 12,000.00
6 Equipment Expense	\$4,000	\$ 9,600.00
7 Utilities Expense	\$10,500	\$ 10,500.00
8 Insurance Expense	\$5,000	\$ 5,000.00
9 Other Operating Expenses:		
Retail Costs	\$4,000	\$ 5,000.00
Exhibit & General Repairs	\$3,000	\$ 6,000.00
Fees & Permits	\$500	\$ 1,000.00
Taxes	\$750	\$ 1,500.00
10 Capital Expenses	\$1,221	
11 Total Expenditures:	\$161,971	\$ 239,009.06
12 Ending Balance:	\$ 18,351.35	\$ 24,842.29

ORGANIZATION NAME: Chico Creek Nature Center  
 2013-14 FISCAL YEAR  
 COMMUNITY ORGANIZATION FUNDING REQUEST FORM

Employee Information Sheet

Position	hrs per wk. per person		# of positions	total
Executive Director	40	\$ 51,350.00	1	\$ 51,350.00
Office Manager	30	\$ 24,862.50	1	\$ 24,862.50
Office Assistant 1	20	\$ 10,725.00	1	\$ 10,725.00
Office Assistant 2	10	\$ 5,362.50	1	\$ 5,362.50
Naturalist	20	\$ 20,800.00	2	\$ 41,600.00
Assistant Naturalist 1	14	\$ 8,645.00	1	\$ 8,645.00
Assistant Naturalist 2	10	\$ 6,175.00	1	\$ 6,175.00
Camp Counselor (3 sessions)	35	\$ 4,692.19	2	\$ 9,384.38
Camp Counselor (Summer)	35	\$ 3,970.31	4	\$ 15,881.25
Camp Director	35	\$ 6,398.44	1	\$ 6,398.44
Workshop Instructor	10	\$ 2,762.50	2	\$ 5,525.00
Volunteers	2.5	\$ -	18	\$ -
Total				\$ 185,909.06

## **Chico Creek Nature Center**

Founded in 1982, the Nature Center has evolved into one of Chico's vital community resources. We provide quality environmental education programs including field trips, nature camps for youth, native plant and animal workshops, birthday party programs, and weekend activities to thousands of visitors annually.

The Chico Creek Nature Center serves as the interpretive and information center for Bidwell Park. Our organization offers free exhibits, a native plant garden, a freshwater pond, a living-animal museum, and a gift shop. The Nature Center provides park maps and other information regarding Bidwell Park and its many uses.

### **Board of Directors – 2012**

Chuck Nelson – President

Jeanne Boze – Vice President

John Merz – Treasurer

Kathy Jones – Secretary

Marilyn Gamette – Member at Large

Todd Hall – Member at Large

Michael Harris – Member at Large

Colette Roberts – Member at Large

Jason Schwenkler – Member at Large

Scott Torricelli – Member at Large

### **Chico Nature Center Contact Information**

1968 E. 8<sup>th</sup> Street

Chico, CA 95928

Phone: 530-891-4671

Fax: 530-891-0837

Web site: [bidwellpark.org](http://bidwellpark.org)

Email: [info@bidwellpark.org](mailto:info@bidwellpark.org)



DATE: March 15, 2013  
TO: Bidwell Park and Playground Commission  
FROM: Lise Smith-Peters, Management Analyst  
SUBJECT: 4.3 Discussion and Approval of the 2013-2014 BPPC Biennial Work Plan Priorities. .

## Recommendation

*Staff requests that the BPPC considers and approves the 2013-2014 Biennial Work Plan Priorities. Staff will submit the approved BPPC Work Plan to the City Council for consideration and approval.*

## Background and Status Update

At the 02/25/13 BPPC meeting, staff introduced the Biennial Work Plan. An update was provided of current priorities with an overview of the process including the request for Commissioners to submit work plan ideas to staff for inclusion in the report. BPPC members were asked to offer additional suggestions for the 2013-2014 Work Plan Priorities by March 14. Staff has compiled BPPC member's suggestions for consideration and possible inclusion into the Biennial Work Plan for 2013-2014. Once finalized by the BPPC, the Work Plan will be submitted to the City Council for adoption.

## Summary of 2011 - 2012 Priorities

The City Council directs various City Boards and Commissions to develop biennial work plans to define their goals and priorities. In developing the 2011-2012 Work Plan, the BPPC discussed the need to balance the Commission's goals with staff's ability to support and meet these goals. The BPPC defined its mission as:

"As representatives of the citizens of Chico, the Bidwell Park and Playground Commission (BPPC) endeavors to preserve and enhance the natural and recreational resources of Bidwell Park, community and neighborhood parks, greenways and open space throughout the community. Through careful consideration of the needs and desires of citizens, coupled with an awareness of available city resources, the BPPC strives to ensure that the city's parks and greenways are preserved and enhanced for this and future generations."

At its 09/20/11 meeting, the City Council approved the BPPC 2011 – 2012 Work Plan. The information below describes each of these priorities, and provides a status update (complete, not complete, in progress, etc). More detailed status explanations are provided in recent updates (February and December). The Work Plan, listed in order of priority, is as follows:

1. Develop and implement a priority list of projects and programs based on the Bidwell Park Master Management Plan (BPMMP) that will include adaptive management strategies. Specific projects include:
  - a. Develop a Trail Plan for the Park – **STATUS:** In Progress.
  - b. Update the Trails Manual – **STATUS:** In Progress.
  - c. Update of the Natural Resources Management Plan (including vegetation management plan, management units, and an Adaptive Management framework) – **STATUS:** In Progress.
  - d. Complete an inventory of Park Infrastructure – **STATUS:** In Progress.
2. Finalize the Wet Weather Plan – **STATUS:** In Progress.
3. Continue development of the Park Division's Volunteer Program
  - a. More fully integrate into other Park programs – **STATUS:** On-going.
  - b. Develop a team leadership program to train volunteer session leaders—**STATUS:** Completed and ongoing.
  - c. Develop a Trail Volunteer Program (including training component) -- **STATUS:** Completed and ongoing.
4. Begin development of an Urban Forest Management Plan
  - a. Establish goals that will be the foundation for an urban forest management plan that is consistent with both the new General Plan and the BPMMP—**STATUS:** In progress (Draft Completed).



- b. Review landscaping policies with the goal of enhancing the appearance of the City's public properties and parks while alleviating the overall cost of maintenance. **STATUS:** Completed with UFMP.
  - c. Provide for the ongoing maintenance and upkeep of the urban forest, including both street trees and Bidwell park trees. **STATUS:** On Going.
5. Assess needs and prioritize renovation projects for Caper Acres (developing funds and renovation plans for improved infrastructure and new play equipment). **STATUS:** In Progress.
  6. Continue trail work priorities (Middle Trail work, Monkey Face, and Peregrine Point Trail connections) -- **STATUS:** In Progress.
  7. Develop management plan concepts for
    - a. Greenways (including Lindo Channel) – **STATUS:** In progress.
    - b. Bidwell Ranch -- **STATUS:** In Progress.
    - c. Lost Park – **STATUS:** In Progress.
    - d. Comanche Creek. – **STATUS:** Completed.

Including subtasks, the above represents a total of 17 discrete items. About 6 items are either complete or on-going (satisfactory progress), and 11 are in progress (although some of those, for example, are related to management plans and are in the very early stages).

### Summary of Input

At the February BPPC meeting, staff requested Public and Commissioner in put on formulating additional Work Plan priorities. Many of them were incorporated into the recommended list. Additional ones may be summarized as:

- Explore feasibility of a community funded interpretive, interactive memorial to the significance and scale of the Hooker Oak.
- Establish a park event to celebrate the park, raise community awareness of park issues and needs, and fundraise.
- Explore funding opportunities (for both infrastructure and operations) to implement the Comanche Creek management plan.
- Develop a City-led (but potentially community/volunteer executed) comprehensive recycling program for Bidwell Park and all other City parks and greenways.
- Other ideas were identified as part of the brain-storming process, but members thought that they did not necessarily rise to a work plan item, but needed to be recognized
  - Concern about encroachments along greenways (Lost Park, Teichert Ponds, and other City properties),
  - Exploration of art opportunities in the Park.

Members had reiterated the need for several items below, such as the Trails Plan, Manual, and projects; Natural Resources Plan and adaptive management framework; volunteer program; wet weather plan; and greenways plan.

It should be noted that this is a work plan for the BPPC and that a very large number of projects are embarked upon by Parks Staff as part of implementation of the Bidwell Park Master Management Plan or other on-going efforts and do not require BPPC consideration to proceed (staff often reports on the progress of these items to the BPPC).

### Recommended 2013 – 2014 Work Plan

Staff prepared the recommended Work Plan Priorities listed below. Some of these represent carryovers from the past list. The Council has indicated that Commission Work Plans should have between 5-7 items. Staff recommends that if extensive additions are suggested by the BPPC, that the item return to the BPPC with revisions.

1. Develop and implement a priority list of projects and programs based on the Bidwell Park Master Management Plan (BPMMP) that will include adaptive management strategies. Specific projects include:
  - a. Develop a Trail Plan for the Park and provide public opportunities for progress updates and input as projects move forward.
  - b. Update the Trails Manual.
  - c. Update of the Natural Resources Management Plan (including vegetation management plan, management units, and an Adaptive Management framework).
  - d. Complete an inventory of Park Infrastructure.

2. Finalize the Wet Weather Plan.
3. Complete review of the Urban Forest Management Plan (UFMP), including Environmental Review.
  - a. Review the Short Term Objectives described in the UFMP and prioritize those that can be done within current budgetary constraints.
4. Assess needs and prioritize renovation projects for Caper Acres (developing funds and renovation plans for improved infrastructure and new play equipment).
5. Explore funding opportunities to better support Park Division projects and programs. Priority items would help:
  - a. Establish a park event(s) to celebrate the park, raise community awareness of issues and needs, and develop funds.
  - b. Explore the feasibility of a community funded, interpretive, interactive memorial to the significance and scale of the Hooker Oak.
  - c. Explore adequate funding sources for infrastructure and operations to implement the Comanche Creek management plan and improvements (including grants, donations, creation of a maintenance district, etc.).
6. Provide increased management focus on other City properties, including:
  - a. Develop management plan concepts for all City Greenways.
  - b. Seek funding to develop a Master Management Plan for Lindo Channel.
  - a. Receive information on ongoing mitigation bank efforts on Bidwell Ranch.
  - b. Report on progress and explore development options for Lost Park.

During the review of the last set of priorities, staff assessed that some items have matured and while they will be reported back to the BPPC, they do not require BPPC action and staff recommends their removal from the Work Plan:

- While the previous priority “Continue trail work priorities (Middle Trail work, Monkey Face, and Peregrine Point Trail connections),” is still important and is focal areas of staff, staff recommends that we incorporate this item into the Trails Plan implementation. As key projects have moved forward (i.e. Monkey Face and the Middle Trail), we have been able to gain some public trust and capacity for implementing projects. Staff will still utilize the BPPC for reporting progress and receiving public input.
- Similarly, the Volunteer Program is maturing and while progress will need to be reported to the BPPC (particularly integrating into other Park programs, and developing the volunteer session leaders and trail volunteers), staff did not identify any outstanding policy issues that require BPPC action. Therefore, we recommend the removal of this BPPC work plan item.

## BPPC Tree Committee Summary Report

Meeting Date: 3/13/13

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**DATE:** March 14, 2013  
**TO:** Bidwell Park and Playground Commission  
**FROM:** DENICE F. BRITTON, URBAN FOREST MANAGER, 896-7802  
**RE:** Tree Committee Meeting of 3/13/13

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**CALL TO ORDER:** 6:04 pm

**ATTENDING:** Commissioner Rich Ober, Chair; Commissioner Janine Rood, Denice Britton, Urban Forest Manger; Linda Sheppard, Landscape Inspector; Karen Laslo ; Susan Mason; Dan Gibson, Kristina Schierenback and Woody Elliot

### **TREE COMMITTEE INTRODUCTION TO URBAN FOREST PROGRAM**

Staff provided a brief introduction to the Street Tree and Public Landscapes program and answered questions from Committee Members and others present.

### **DRAFT URBAN FOREST MANAGEMENT PLAN**

Staff provided an overview of progress to date. The Committee set up a general timeline of having one more formal review of the plan at the next meeting, then a final presentation of the plan with a public hearing at the Committee level before bringing it back to the Commission for approval. Staff will seek more guidance from the staff environmental consultant regarding whether or not the report should have a negative declaration or could possibly be considered exempt from environmental review.

### **WORK PLAN PRIORITIES**

The 2013-2014 BPPC Biennial Work Plan items presented below were discussed and approved for recommendation to the BPPC. The Committee was asked to review the current priorities for the Urban Forestry program and provide a list of items for the Work Plan.

Suggestions include:

1. Complete review of the Urban Forest Management Plan, including Environmental Review.
2. Review the Short Term goals and prioritize those that can be done within the current budgetary constraints.
3. Begin progress on those identified.

### **Meeting adjourned at 7:14 PM**

Adjourn to the next regular meeting tentatively scheduled for April 10, 2013 at 6:00 p.m. in Conference Room 2, Chico Municipal Center building (421 Main Street, Chico, California).

**Distribution:** BPPC



**DATE:** 3/14/13  
**TO:** BPPC  
**FROM:** Denice Britton, Urban Forest Manager  
**SUBJECT:** Urban Forest Manager's Report

Prepared for verbal presentation at the BPPC meeting.

## 1. Updates

- a. Field Supervisors Report – The field supervisor's report for February is included below. Formative pruning was the main focus in the neighborhoods north of East Avenue. School zones, down limbs and hangers, and service requests took up most of the crews remaining time.
- b. Arbor Day Celebration – Children at Emma Wilson Elementary School thoroughly enjoyed this year's Arbor Day celebration! They got to dig the hole for their new pear tree – which they were quite excited about – and then helped fill in the soil and water in the tree. The kindergarten and 1<sup>st</sup> grade classes also helped the tree crew plant two October Glory maples in their play area. The program was initiated by Dianna Aicega, who is the tender and "guardian" of the school's edible garden.



- c. City Plaza – The lawn around the Cherry trees adjacent to the Elm tables was removed and replaced with chip mulch to reduce the amount of irrigation needed near the trunk of the cherries. One has been infected with Oak Root fungus, so this should slow the progress of the disease.
- d. Maintenance District Pruning – Staff has requested quotes for pruning work to be completed in the landscaped portions of Hancock Park subdivision. A pre-bid walk through was held on March 12. Quotes are due on March 19.
- e. Downtown sycamores – Sycamore trees (*Platanus acerifolia* 'Yarwood') that were approved for the street corners in the downtown business area are creating a significant problem due to root growth and limb breakage. The roots are creating trip hazards, with up to 6" of lift in the sidewalk around them. In addition, this species has become quite notorious for breaking limbs that are 2" to 4" in diameter without any warning. Both Engineering and Street Trees recommend the trees be replaced with a species less likely to cause these types of problems. Our replacement choice is the Crimson Sunset Maple, which will provide for a color contrast at the corners,

without the problems associated with sycamores. Two trees have been planted in downtown so far, with excellent results: at 2<sup>nd</sup> and Main and 6<sup>th</sup> and Main, on the NE corners.



- f. Mosquito Abatement – Staff met with Jim Richards, of Butte County Mosquito Abatement District to discuss our methods and results in terms of clearing vegetation in Dead Horse Slough and in Detention Ponds around the City. Staff present included the landscape inspector, Public Works Manager and Engineering staff.
- g. Training – Staff provided Electrical Hazards Awareness training to tree crews, public works crews who respond to call outs, CARD crews and Butte County Tree crews. This annual training is required by OSHA and ANSI Safety Standards. PG&E Forester Adam Baker attended, provided a video and answered questions of crews about handling electric and other utility safety issues.
- h. Couplet Project – Black Walnut (save it) and Maple (fence). Two sycamores on the north side and the smaller trees along the south side of East 2<sup>nd</sup> Street will be taken down on March 21<sup>st</sup> as a part of the Couplet project. One will be removed specifically due to safety concerns. The other trees are being removed for the project and will be replaced in the new landscaping.

Staff also met with project designers to discuss the new walk/bike path along the Esplanade and Shasta Way, next to Children's playground. The large Black Walnut in front of the Mansion area will be preserved during the process, as well as the large red maple in the Park. Staff has serious concerns about the maple because it is declining and decayed in the center. Rather than remove the tree, Engineering staff suggested recycling the wrought iron fencing to use as a protective fence around the tree's dripline. Staff also suggested planting new

barberry shrubs in between the trees at the edge of the park to discourage students from cutting through the area on their way to downtown.

- i. Park Talk – On April 11, the Parks Division will host be a Walking Tour of Street Trees in the Avenues. The Tour will start at the corner of Memorial Way and Oleander. The tree brochure was developed a couple of years ago as a way to bring attention to our many outstanding Street Trees. Staff will also answer questions about the Street Tree Program.
- j. Subdivisions – Staff has been working with the developers of the Deer Park subdivision (formerly Park Forest) on changes in boundary lines and firming up language on covenant regarding the existing trees and vegetation. The Street trees will be Valley oaks or *Arbutus unedo* 'Marina'. In discussion it was agreed that a home currently for sale will be required to remove and replace privets that were planted in front of the home with native species such as coffeeberry or Howard McMinn manzanita that are not invasive or disruptive to the park.

## 2. Service Requests and Tree Permits

- a. Attached is the summary of street tree maintenance projects and the Log of Tree Maintenance Hours.
- b. Permits received and approved during the previous month:

Aaron Graham	1876 Devonshire	Remove and Replace Street tree creating sidewalk hazards
Gary/Virginia Hertzfeldt	397 #E. Sacramento	Remove and Replace declining street tree

## 3. STREET TREE MAINTENANCE

### A. PROJECTS COMPLETED:

1. 11-SERVICE REQUEST- 17 hours, a detailed list is available on request.
2. DOWN LIMBS AND HANGERS- 40 hours at numerous locations.
3. SAFETY MEETINGS- 10 hours.
4. DOWNTOWN PLAZA- 6 hours removing 2 trees and cages.
5. PREP TIME AND DOT INSPECTIONS- 69 hours.
6. EQUIPMENT MAINTENANCE- 48 hours.
7. SCHOOL ZONES- 64.5 hours spent pruning dead branches and elevating.
8. ROUTINE ELEVATING- 14 hours.
9. PRIORITY REMOVALS- 12 hours.
10. FORMATIVE PRUNING- 290 hours pruning 672 trees.
11. IRRIGATION- 24 hours spraying weeds in tree wells.
12. PLANTING- 11 hours planting in the downtown area.

### B. CALL OUTS:

1. There were no call outs for the month of February.

**Attachments:** Monthly Dailies Log of Tree Maintenance Hours, February, 2013





DATE: 3/15/13  
TO: BPPC  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: Park and Natural Resource Manager's Report

## NARRATIVE

### 1. Updates

- a. Highway 99 Construction – Staff have been communicating with CALTRANS staff to discuss the staging area and fence encroachment onto Peterson Memorial Drive. CALTRANS is trying to maintain a 11' travel lane and 4' of ped / bicycle access. We will also discuss long-term fence options at that location.
- b. Headscratching Incidents– Over the past month or so, we've observed a number of incidents that point to the need for a changing the culture on how some citizen's treat local resources and each other:
  - i. Hooker Oak - The historical Hooker Oak Stump in Hooker Oak Recreation Area in Bidwell Park was damaged by a fire early this morning (3/1/13). The stump was severely damaged with approximately one third of the remaining wood consumed in the fire (see picture below). Parks staff is exploring options to preserve the remaining portion of the stump. Staff took photographs and video today, and will be consulting with a local archaeologist and the City's Urban Forester to complete a more thorough documentation of the stump, and determine follow-up
  - ii. Planting theft - Staff reported that several of the new plants installed on Woodland Ave had been removed and taken from the site (presumably for replanting in private yards or destroyed).
  - iii. Humboldt Ave vandalism - Staff boarded up broken windows and doors on a property that the City owns on Humboldt Ave, inspection revealed that someone appears to actually camp inside the facility as well.
  - iv. Horse at pedestrian bridge at 5 mile – Staff encountered a rider in a heated discussion about another park visitor's violation of dogs on the lawn at 5 mile. Staff pointed out to the rider that horses are not allowed on the pedestrian bridge.
  - v. Fishing in swimming holes – Staff observed people fishing in swimming holes including Sycamore Pool. As an aside, staff found incorrect information in CDFW regulations and their brochure (which indicated a "two fish bag limit" whereas the regulations actually note "catch and release only". Staff will notify CDFW.
  - vi. Restroom problems:
    - 1) One Mile "Chocolate" milkshake - Maintenance crew cleaned up an insulated McDonald's milkshake cup filled with human fecal matter near the South One Mile restroom.
    - 2) Five Mile portapotty- staff encountered a person randomly yelling in the porta-potty. Apparently the person slept all night in the women's restroom and removed much of the toilet paper to place around cracks in the door to keep heat in.
    - 3) Women's Restroom - Staff encountered a used tampon stuffed into the toilet paper dispenser. .
  - vii. Trails - We have observed "work" in the park that is poorly conceived and short term (i.e. putting in water bars that are poorly placed and will be ineffective over time and harvests material that removes rock and destabilizes soils). We and other park visitors have also observed "mountain bike traps" (placement of rocks or branches to block users from using an area), we are unsure if they are from visitors frustrated with people cutting trails or "trying" to fix the erosion, or actually trying to do harm to mountain bikers.
  - viii. Lindo Channel (2/27) - Reporting party noted that several older teenagers were digging holes to create a BMX track. RP states at least 1 individual is using an ax to chop away at the roots of a tree.
  - ix. Dead animal at Horse Arena Area – Staff were contacted by a park visitor who said that their dog found "dog buried in a shallow grave". Staff were unable to relocate.
  - x. Agitated dog owner - When pointing out that dogs are not allowed on the lawn and deck area immediately adjacent to Sycamore Pool a part patron became agitated and said that his dog (who was digging holes in



the lawn) wasn't going to harm the gophers. We staff pointed out the nearby signs that said no pets, he argued that the other signs that said dogs could be off leash before 8:30 am superseded those signs (I believe that the encounter occurred after 8:30 am).

## 2. Maintenance Program

Staff continues daily cleaning and safety inspections of all recreation areas including: grounds, playgrounds, picnic sites, roads and paths, and re-supplying of all park restrooms. Maintenance and repair of park fixtures, daily opening of gates, posting reservations, unauthorized camp clean up and constant removal of graffiti from all park infrastructure. Park staff focus this month has been mostly on Lower Park with barricade removal, split rail fence installation and native plant revegetation sites.

- a. **Lower Park:** Staff made a concerted effort to keep the paths and road ways clear for all the park user groups with extra effort on race day events. Staff established three new demonstration planting sites off of Woodland Avenue on the south side of the park. Each site exhibits the use of native grasses, shrubs and plants to both add beauty, lower maintenance and reduce the use of water resources in these areas.
- b. **Middle Park:** Five Mile septic went out to bid for the second time, and a contractor should be starting the project in April. Volunteers planted native Santa Barbara sedge at Five Mile south entrance on the levee, which will reduce maintenance costs.
- c. **Upper Park;** The Monkey Face project is at a wait and watch phase to see how the public responds to the narrowing of the access to the top and back down to the parking lot. Staff is working with the Rangers to set up a kiosk with information to help the public make an informed decision about park and trail use.
- d. **Upcoming Projects;** New drinking fountain at Cedar Grove, Turf Program starts up for One Mile, Grading and repair of parking lots, Flail mow season starts up, and lastly preparation for spring trail season will soon get under way.

## 3. Ranger and Lifeguard Programs

- a. Overview– Rangers continue to work on various projects and outreach items. Rangers coordinated and participated in the annual volunteer training; are developing a comprehensive educational approach on the Monkey Face restoration; in the process of implementing the online reservation system; reviewing the first draft of sign design standards manual; continue to monitor conditions during wet weather; oversee park reservations, which are starting to pick up; and are drafting the second batch of the “Park Minute.” Description
- b. Lifeguards – Recruitment for Lifeguards is underway. Lindsey Anderson and Marissa Anderson will be returning from last season as the Head and Assistant Head Lifeguards and an additional Assistant Head will be hired soon. The lifeguard season will begin on May 24<sup>th</sup> and end on September 2<sup>nd</sup>.
- c. Significant Incidents –On 03/11/13 Fire Engine 2 responded to a small fire in the Lindo Channel near 519 Reed Park Drive. The fire burned a mattress and miscellaneous furniture and appeared to be associated with a known homeless encampment.
- d. Saturation Patrol – Park Rangers will be working with Park Watch volunteers to provide an increased presence in Lower Park (One Mile Recreation Area/Cedar Grove) and Middle Park (Horseshoe Lake and Upper Park trail heads) during an upcoming weekend. The idea is to provide information about the Park, park rules, and appropriate activities; build camaraderie, trust, and familiarity between Park Rangers, Park Watch members, and visitors; and increase awareness about issues in park (dogs on leash, dog waste, sharing the trail, protecting the trail, restoration work, etc).
- e. City Plaza – We've attached a summary from the Police Department on calls at City Plaza (11/1/12 to 2/28/13). Rangers will be providing additional attention on patrol and monitoring activities in this area.

## 4. Natural Resource Management

- a. Bidwell Park Golf Course– A unique partnership has been forged to address the problem of invasive privet trees stands near the golf course. Friends of Bidwell Park paid a stipend to the Park Division Intern Rick Helgerson to create a privet removal plan for the site. Empire Golf has been involved with the planning for this project and working with Park staff. Some of the areas are conducive to volunteer removal. In other locations, Salt Creek will be employed to remove the trees due to the size of privets and the size of the stand of trees.
- b. Teichert Ponds –
  - i. Volunteer work to remove invasive woody plants and remove trash continues with tremendous progress.

- ii. In response, staff worked with Code Enforcement to investigate and provide some recommendations. Staff issued a Courtesy Notice that reminded residents in the area that per Chico Municipal Code 8.08.010, it is unlawful, for any reason, to dispose of any garbage, rubbish or waste matter within the City limits at other than authorized disposal sites. The notice directed residents that have been disposing yard waste or debris to remove and dispose of it properly. The notice will be sent to at least 16 residents. Staff hopes that the education campaign will help gain compliance and prompt residents to remove encroachments and yard waste. Staff will be following up in the next couple of months.
- c. Hooker Oak Stump Severely Damaged by Fire– The historical Hooker Oak Stump in Hooker Oak Recreation Area in Bidwell Park was damaged by a fire early on the morning of 3/1/13. One third of the remaining stump was consumed in the fire (see picture below). Park staff is meeting with CSU, Chico professors and the Urban Forest Manager Britton to discuss options to preserve the remaining portion of the stump. Staff has documented the condition of the tree and is looking into preservation of the tree’s biological information and also exploring ideas that could help in memorializing the significance of the Hooker Oak to the community. Named by Annie Bidwell after English botanist, Sir Joseph Dalton Hooker in 1887, the tree was considered the largest Valley Oak in the world. At the time of its fall in 1977, it was over a hundred feet tall (30 m) and its outside branches had a circumference of nearly five hundred feet (150 m). The Hooker Oak is part of the City of Chico’s logo and a longtime icon of Bidwell Park. Parks staff is interested in any information citizens may have about suspicious activity in the area and would appreciate a call.
- d. Hooker Oak Planting – a joint native grass planting with CARD is up and growing after a slow start (dry and cool weather). We will be coordinating with them on weed control (broadleaf herbicide and mowing).
- e. Rockfall in Upper Park – Staff from the CSUC Geology Department and Big Chico Creek Ecological Preserve investigated an obvious slide in Upper Park (which started on the border with the Park) that appeared late last year. They documented and found that a very large piece of rock was the cause. Dr. Todd Greene noted that the main contributor to the failure were fractures in the rock that became wider from weathering and root wedging. Underlying the rock was a layer of pond sedimentary rock that was weaker than the cliff rock. The rock plowed down the hill removing vegetation and soils and rock for at least 600 feet, until it came to rest 300 feet in elevation lower. We will show images taken from CSUC.

## 5. Outreach and Education

- a. CSUC Special Events Class– Park staff is working with Dr. Jeff Jiang’s class on preliminary plans for a Bidwell Park birthday celebration to take place in July.
- b. Park Intern Ortiz and Park Services Coordinator met with Blue Oak Elementary and presented information about Bidwell Park and then the students worked in their adopted picnic site.

## 6. Volunteer and Donor Program

- a. Monthly Highlights
  - i. Volunteer Training – Park staff Volunteer Program Training offered March 12<sup>th</sup>. The City of Chico’s Parks Division will provide volunteer training for the Park Watch, Trail and Crew Leader programs on the evening of Tuesday, March 12, 2013 from 6:00 p.m. to 9:00 p.m. The training will be held in the City Council Chamber Building at 421 West Main Street. Follow-up training dates will be announced at the March 12th meeting. In 2012, volunteers contributed 19,800 hours to working in Bidwell Park and the City’s greenways. The Volunteer training provides a background on the various volunteer opportunities with special emphasis on joining the Park Watch program, working on trails and becoming a crew leader for the volunteer program.
  - ii. Teichert Ponds– Volunteer Leader Susan Mason continues to lead sessions to remove privet and olive weed trees from the area as well as removing trash. They have filled six dumpsters with weed vegetation; these dumpsters were donated to support the project. A more in-depth report will be provided in the next month’s Manager’s Report.
  - iii. Klean Kanteen Kleans Up! – 40 staff members from Klean Kanteen came out and removed trash from Hwy 99 through to Lost Park on February 19<sup>th</sup> from 2 to 4 pm. The clean up was part of their team building exercise for their annual staff retreat.
- b. Upcoming Volunteer Opportunities
  - i. Cats in the Community – On April 1 CSUC students will work in Bidwell Park on trash cleanup and weed removal as part of the Cesar Chavez school holiday.

c. Donations

- i. Susan Mason - Roller Bins for Teichert Ponds project      \$244
- ii. John Meehan - Roller Bins for Teichert Ponds project      \$338

**7. Upcoming Issues/Miscellaneous**

- a. Appeal of 5k Obstacle Course – MMX applicant has appealed the decision of the BPPC to reject their application to hold a 5k Obstacle Course that would run through Lower Bidwell Park. The appeal will be heard at the April 16, 2013 City Council Meeting. Park staff is preparing the report.



Figure 1. Parking on grassland area near the Observatory.



Figure 2. Mountain bike "traps".



Figure 3. "At the scene of the crime; the repositioned remains of the Hooker Oak, burned by vandals, March 2013." Caption and modern image by Byron Wolfe.



Figure 4. Remains of Hooker Oak Stump.



Figure 5. Fire reported in Lindo Channel at Homeless Encampment.



Figure 6. Cause of Slide in Upper Park (see persons for scale).



Klean Kanteen Staff members cleaned up between Hwy 99 and Lost Park on February 19 as part of their staff retreat.



Blue Oak Elementary students remove vinca at their adopted Site 6 and planted deergrass.

# MONTHLY SUMMARY TABLES

**Table 1. Monthly Visitation**

Location	Estimated Daily	Estimated Monthly	Estimated YTD Total	Trend
<b>Lower Park</b>				
Petersen Dr	162	4,536	11,325	
N One Mile	242	6,776	21,718	
S One Mile	622	17,416	43,673	
Cedar Grove/S Park Dr	86	2,408	7,151	
Estimated Subtotal	1,112	31,136	83,867	
<b>Middle/Upper Park</b>				
S Five Mile	183	5,124	9,867	
Upper Park Rd	824	23,072	45,640	
<b>Estimated Total</b>	<b>1,936</b>	<b>54,208</b>	<b>139,374</b>	

**Table 2. Monthly Public Permits**

Date	Location	Organization	Event	# Participant
1/12/2013	Middle/Upper Park	Under the Sun Events	Frost or Fog	350
2/2/2013	City Plaza	Northgate Chapel Church	Free Speech	150
2/9/2013	City Plaza	None	Round Dance	150
2/14/2013	City Plaza	Peace and Justice Center	Free Speech	75
2/16/2013	One Mile	Habitat for Humanity	Run	1000
<b>Totals</b>			<b>5</b>	<b>1725</b>

**Table 3. Monthly Private Permits**

Type	# Permits	# Participants
Private	3	190
Caper Acres	14	328
<b>Totals</b>	<b>17</b>	<b>518</b>

**Table 5. Disc Golf Log**

Status	Total Obs.	Total # Veh.	Avg. # Veh.
Open	13	212	16.3
Closed	3	10	3.3
<b>Totals</b>	<b>16</b>	<b>222</b>	<b>13.9</b>

**Table 4. Monthly Maintenance Hours.**

Category	Staff Hours	% of Total	% Change from Last Month	2013 Trend
1. Safety	195	31.4%	71.1%	
2. Infrastructure Maintenance	192	30.9%	59.4%	
3. Vegetation Maintenance	130	20.9%	65.1%	
4. Admin Time/Other	104	16.8%	115.6%	
<b>Monthly Totals</b>	<b>620</b>	<b>100%</b>	<b>70.0%</b>	

**Table 5. Monthly Incidents**

Date	Location	Incident	Disposition
2/1/2013	S One Mile	Drunk in Public	Arrest
2/1/2013	S One Mile	Warrant	Arrest
2/3/2013	Cedar Grove	Vehicle Burglary	Report Filed
2/4/2013	S One Mile	Assault with a Deadly Weapon	Report Filed
2/5/2013	Upper Park	Rescue/Mt Bike Accident	Transported by Medics
2/9/2013	Horseshoe Lake	Damage to Split Rail	Report Filed
2/11/2013	City Plaza	False Info to a Police Officer	Arrest
2/11/2013	City Plaza	Warrant	Arrest
2/13/2013	City Plaza	Warrant	Arrest
2/16/2013	Lindo Channel	Warrant	Arrest
2/20/2013	Depot Park	Resist a Police Officer	Arrest
2/20/2013	City Plaza	Warrant	Arrest
2/20/2013	City Plaza	Drunk in Public	Arrest
2/24/2013	City Plaza	Petty Theft	NFA
2/28/2013	City Plaza	Warrant	Arrest
2/28/2013	Picnic Site 2	Warrant	Arrest

**Table 6. Monthly Citations and Warnings**

Warnings 2013							
Violation	Monthly			Annual			2012 Trend
	Total Warnings	%	Rank	Total Warnings	%	Rank	
Alcohol	7	4%	6	10	3%	6	
Animal Control Violations	34	18%	2	79	24%	2	
Bicycle Violation	83	44%	1	141	43%	1	
Glass	0	0%	7	6	2%	8	
Illegal Camping	0	0%	7	8	2%	7	
Injury/Destruction City Property	0	0%	7	0	0%	10	
Littering	0	0%	7	2	1%	9	
Other Violations	34	18%	2	34	10%	3	

Parking Violations	11	6%	5	20	6%	5	
Resist/Delay Park Ranger	0	0%	7	0	0%	10	
Smoking	19	10%	4	26	8%	4	
<b>Totals</b>	<b>188</b>	<b>100%</b>		<b>326</b>	<b>100%</b>		

**Citations 2013**

Violation	Monthly			Annual			2012 Trend
	Total Citations	%	Rank	Total Citations	%	Rank	
Alcohol	4	11%	2	4	8%	4	
Animal Control Violations	4	11%	2	5	10%	3	
Bicycle Violation	0	0%	6	0	0%	7	
Glass	0	0%	6	0	0%	7	
Illegal Camping	1	3%	5	3	6%	5	
Injury/Destruction City Property	0	0%	6	0	0%	7	
Littering	0	0%	6	0	0%	7	
Other Violations	0	0%	6	1	2%	6	
Parking Violations	24	65%	1	29	60%	1	
Resist/Delay Park Ranger	0	0%	6	0	0%	7	
Smoking	4	11%	2	6	13%	2	
<b>Totals</b>	<b>37</b>	<b>100%</b>		<b>48</b>	<b>100%</b>		

**Table 7. Summary of March Volunteer Activity**

Bidwell Park	Sessions/# volunteers	Hrs	Tasks
Bidwell Park	Park Watch	755	Patrol the Park and docent at the Nature Center
Five Mile Recreation Area - Southside	1 session/3 vols	9	Planted Santa Barbara sedge along levee southside.
Sycamore Restoration site	4 sessions/14 vols	56	Sow native grasses, close up unofficial trails
Site 6 & Cedar Grove	1 session/34 vols Blue Oak Elementary	68	Adopted Site: removed vinca and litter;
Site 8	1 session/ 3 vols	9	Removed thornless blackberry and water native plants
Site 31	Rangel Family	3	Removed vinca, planted deergrass, sedge and Redbud
Chico High School	5 CHS students/Michael Stauffer & Paula Shapiro	28	Weed; transplant; and plant new seeds.
Cedar Grove	1 session/3 vols	9	Removed hackberry trees
Cedar Grove and creek cleanup	1 session/24 vols	59	Removed blackberry and Boy Scout Pack 12 removed litter



<b>Bidwell Park</b>	<b>Sessions/# volunteers</b>	<b>Hrs</b>	<b>Tasks</b>
Klean Kanteen	1 session/40 vols	80	Removed litter and trash from transient camps from Hwy 99 to Lost Park
	Park Interns: Heidi Ortiz, CSUC (91.75); Nick Watkins, Butte College (32.5); Robin Blue, Butte College (8)	132.25	Volunteer sessions; creating flyers and presentations;and office support
	<b>Park hours</b>	1208.3	
Comanche Creek	1 session/16 vols	32	Removed blackberry and trash. Led by crew leaders, Steve and Liz
Little Chico Creek at Olive St.	Liz Stewart/3 sessions, 3 volunteers	6.5	Removed Himalayan blackberries
Teichert Ponds	Mount Lassen Chapter-CNPS/ 19 sessions, 53 volunteers	168	Removed olive & privet trees
Upper Park Rd	Streaminders/1 session, 3 volunteers	7	Evaluate road & culverts for possible repairs
	<b>Greenway Hours</b>	213.5	

**Attachments:**

City Plaza CFS report (Chico PD); and *Bidwell Park Pulse* (Spring 2013)

## CITY PLAZA CFS: 11/1/2012 TO 2/28/2013

Year	Month	PD TYPE OF CALL	Count Per Call Type	Count Per Month
2012	11	ADVISE PD/FIRE C-3	1	1
	12	ADVISE PD/FIRE C-3	1	9
		ATTEMPT TO CONTACT	1	
		CMC VIOLATION	2	
		DRUNK IN PUBLIC	1	
		FAMILY DISPUTE	1	
		FIGHT	1	
		FOUND PROPERTY	2	
10				
2013	1	ADVISE PD/FIRE C-3	1	13
		ATTEMPT SERV WRT	1	
		CMC VIOLATION	1	
		DIM (DAILY INFO MEMO)	1	
		FIGHT	1	
		FOOTBEAT	2	
		GRAFFITI	1	
		INDECENT EXPOSURE	1	
		LOOSE ANIMAL	1	
		PETTY THEFT	2	
		PROPERTY 4 DESTRUCTI	1	
	2	ADVISE PD/FIRE C-3	1	33
		CAMPING	1	
		CIVIL MATTER	1	
		CMC VIOLATION	1	
		DRUNK IN PUBLIC	1	
		FALSE INFO TO PEACE O	1	
		FIGHT	1	
		FOOTBEAT	1	
		FOUND PROPERTY	2	
		JUVENILE PROBLEM	1	
		MEDICAL ASSIST	1	
		OPEN CONTAINER	1	
OUT W/A CITIZEN	1			
PETTY THEFT	1			
SEX REGISTRANT	1			
SMOKING VIOLATION	1			
SUSP SUBJECT	6			
TRANSIENT PROBLEM	1			
WALK THRU/BUSINESS C	3			
WARRANT	4			
WELFARE CHECK	1			
WIRELESS 911 HANGUP	1			
46				

Year	Month	PD TYPE OF CALL	Count	Per Call Type	Count	Per Month
56						



Park Division  
General Services Department  
965 Fir Street | PO Box 3420  
Chico, CA 95927

***Bidwell Park History:***

***Goodbye, Hooker Oak?***

The historical Hooker Oak Stump in Hooker Oak Recreation Area in Bidwell Park was damaged by a fire early on March 1, 2013. The stump was severely damaged with approximately one third of the remaining wood consumed in the fire.

Parks staff is exploring options to preserve the remaining portion of the stump. Staff took photographs and video today, and will be consulting with a local archaeologist and the City's Urban Forester to complete a more thorough documentation of the stump, and determine follow-up measures.

The Hooker Oak was named by Annie Bidwell after English botanist, Sir Joseph Dalton Hooker in 1887 and was considered the largest Valley Oak in the world. The tree fell in 1977 and was over a hundred feet tall (30 m) and the circumference of the outside branches was nearly five hundred feet (150 m). The Hooker Oak is part of the City of Chico's logo and is a longtime icon of Bidwell Park.

Staff hopes to develop some ideas to help memorialize the significance of the Hooker Oak and seek community input and potentially funding.

Please keep tuned to future Bidwell Park and Playground Commission meetings for more information.



*Written on bottom of image: "At the scene of the crime; the repositioned remains of the Hooker Oak, burned by vandals, March 2013." Caption and modern image courtesy of Byron Wolfe (CSU Chico).*



**Bidwell Park**  
*Pulse*

Quarterly Newsletter of the City of Chico's Park Division

**Bidwell Park Recognized as a Regional Treasure.**



On February 22, 2013, Bidwell Park was inducted into the California Park and Recreation Society (CPRS), District 2's Hall of Honor as "Regional Treasure." The Induction Ceremony took place during the CPRS Awards and Installation Banquet at the Folsom Community Center. Council Members Ann Schwab and Randall Stone attended along with Bidwell Park and Playground Commissioner Janine Rood and City staff members Dan Efsseff, Parks and Natural Resource Manager, and Lise Smith-Peters, Park Services Coordinator and retired Ranger Bob Donohue. The CPRS presented the City of Chico with a plaque that lists the visionaries, partners and stakeholders who have helped in Bidwell Park's care and a Certificate of Recognition from the California Legislature Assembly. Dan presented information about the Park and created a wonderful video tribute to Bidwell Park.



*Chico was well-represented to receive the award, with (left to right): Tom Barrett (former BPPC Commissioner), Lise Smith-Peters (City of Chico), Rod Metzler (Empire Golf/Bidwell Park Golf Course), Marette Lubov De Venuta (CAVE), Ann Schwab (City Council Member), Gerald Hughes (former CARD General Manager), Bob Donohue (former City of Chico Supervising Ranger), Susan Donohue, Randall Stone (City Council Member), and Dan Efsseff (City of Chico). Not pictured: Janine Rood (BPPC Commissioner).*

- Lise Smith-Peters, Park Services Coordinator.

**See the Bidwell Park 2013 Regional Treasure Video**

On the City's Facebook page or <http://www.youtube.com/watch?v=dIkI15WY5V0>

**Park Talk: Chico Avenues Walking Tour**

The Park Division will host the next "Park Talk" at Oleander Avenue and Memorial Way on 4/11/13, 2013, from 3:00 to 4:30 pm. Urban Forest Manager, Denice Britton, will lead the walk and answer questions about the trees featured on the tour, as well as any questions about the Street Tree and Urban Forest Management Program. Park Talk meetings provide an informal opportunity for the public to learn about management, outreach, and volunteer efforts in the City. A subsequent Park Talk is scheduled for June will cover trails in Middle and Upper Park. For more information, contact the Park Division at 530-896-7800.

**What:** Walking tour in Chico's Avenues. Brochure's available.

**When:** April 11, 2013. 3:00—4:30 PM.

**Where:** Meet at Oleander Avenue and Memorial Way

**For more information:** Call 530-896-7800.

**Inside:**



HICKBERRY ..... 3



SPAY OR NEUTER YOUR PET! ..... 3



HOOKER OAK ..... 4

**The Bidwell Park Pulse**

The Bidwell Park Pulse is a quarterly newsletter of the City of Chico's Parks, Open Spaces, Greenways, and Preserves Division. The Parks Division is part of the General Services Department, and is responsible for maintaining and operating City parks, open space, and recreation areas including Bidwell Park, Children's Playground, Depot Park, City Plaza, Lindo Channel, Little Chico Creek Greenway, Teichert Ponds, and other preserves. Parks Division programs include: Maintenance, Ranger, Lifeguard, and Volunteer Programs.

**City of Chico Mission**

To protect and enhance our community's quality of life for present and future generations.

**Bidwell Park and Playground Commission (BPPC)**

The BPPC is vested with the supervision, control and management of many public parks and playgrounds within the City. **Commissioners:** Mary Brentwood, Lisa Emmerich (Chair), Mark Herrera, Jim Moravec, Richard Ober, Janine Rood, and Drew Traulsen. **Staff Liaison:** Lise Smith-Peters, Park Services Coordinator.

**Contact**

Questions, comments, or photo contributions? Contact us:

Parks Division  
General Services Department  
965 Fir Street | P.O. Box 3420  
Chico, CA 95927-3420  
Phone: (530) 896-7800 or (530) 894-4200  
Fax: (530) 895-4731  
Email: parkinfo@ci.chico.ca.us

**About the banner photo:** A bear cub rambles through the grass in an area upstream of Bear Hole.



Photo (left): Monkey flowers erupt in bloom in Upper Park (March 2013).  
Photo Jessica Erdahl.

**Staff Spotlight:**

**Eric Willadsen**

*Five questions and answers with a new Seasonal Ranger staff member of the Chico Park Division.*

Eric Willadsen started this year as the latest addition to the Parks Division.

**Where did you grow up?**

Eric is a Chico native born and raised. He attended Parkview Elementary school, Chico Junior, and Chico High School. From there he went on to attend Butte College and graduate from Chico State with a major in recreation and an emphasis on park and natural resources.

**What are your favorite things about Bidwell Park?**

Eric's favorite thing about Bidwell Park is that it is a multi use park and notes that "No matter what kinds of recreation you are looking for you will find it here". Eric's favorite area of the park is along the South Rim trail.

**What skills or experiences do you bring to the park?**

Eric's previous work experience brings him a wealth of knowledge to pass on to the many park users. After spending one season working for the Loomis Museum at Lassen Volcanic National Park, he spent two seasons working at the Fort Point National Historic Site in San Francisco below the Golden Gate Bridge. He has also worked for the City of Roseville in the Open Space division contributing to their Oak Tree mitigation project. In addition to all this work experience he was also an active volunteer specializing in trails and vegetation management.

**What is the best thing about being a Park Ranger so far?**

Eric says the best thing about being a Park Ranger is interacting with the public. He also likes the wide variety of things he gets to do and working with different groups throughout the park such as volunteers and park maintenance staff.

**What hobbies and interests do you have outside of work?**

Eric is an avid mountain biker. He also likes Bass fishing, camping, kayaking, and basically anything to do with the outdoors. He has also recently taken up woodworking.

—Kyle Phillips, Senior Maintenance Worker.



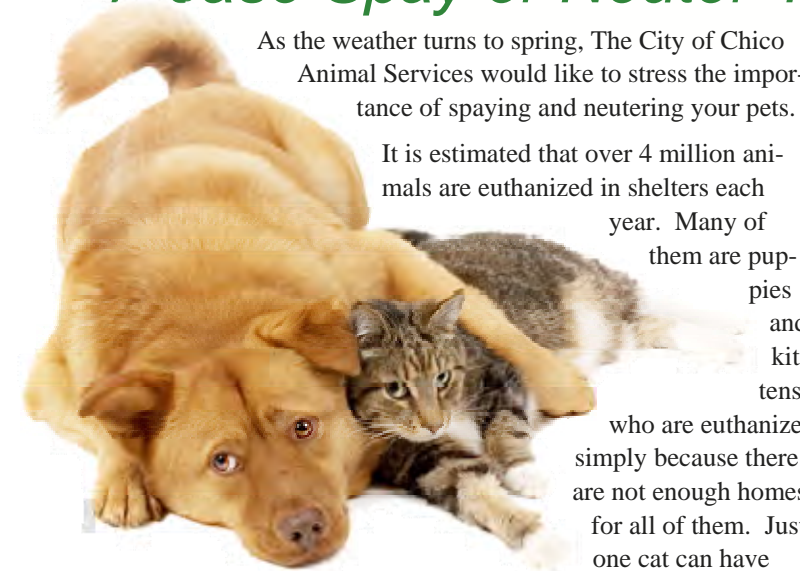
Eric pauses between assignments somewhere in Chico.

**The South Rim Trail is Eric's favorite part of the Park.**

**Celebrate Earth Day in Bidwell Park**  
Volunteer work-session at Cedar Grove  
April 20, 2013, 10:00 am to 1:00 pm  
Call 530-896-7831 to register or email: lspeters@ci.chico.ca.us

**Chico Animal Shelter:**

**Please Spay or Neuter Your Pet!**



As the weather turns to spring, The City of Chico Animal Services would like to stress the importance of spaying and neutering your pets. It is estimated that over 4 million animals are euthanized in shelters each year. Many of them are puppies and kittens who are euthanized simply because there are not enough homes for all of them. Just one cat can have three litters a year, and in seven years, she and her offspring can produce a staggering 420,000 cats. One female dog and her offspring can produce 67,000 dogs in that same time period. Spaying and neutering is a permanent, safe, and 100-percent effective

method of birth control. Besides preventing the birth of unwanted litters, spaying or neutering can have physical and behavioral benefits. Females will no longer go into heat, or develop uterine infections or mammary tumors later in life. Males are less likely to fight, roam, and develop certain types of cancers. For male cats, neutering eliminates spraying, foul smelling urine, and noisy cat fights. Spaying/neutering reduces aggression, but does not decrease a dog's ability to be protective. An unneutered dog is 2.6 times more likely to bite than a dog that has been spayed or neutered.

If you've already had your pet spayed or neutered, help someone get their pet "fixed", or spay/neuter a neighborhood cat!

- Tracy Mohr, Animal Services Manager

**For more information:**  
Chico Animal Shelter  
2579 Fair St, Chico, CA 95928  
(530) 894-5630

**For help with spay/neuter costs:**  
PAWS of Chico (530) 895-8510 or  
[www.chicospayneuter.org](http://www.chicospayneuter.org)

Pawprints Thrift Store (530) 895-1791

**Low cost clinics:**  
Butte Humane Society (343-7917) and  
PAWS in Oroville (534-0900).

**Invasive Plant Profile:**

**European Hackberry**

**Common names:** European Hackberry, European Nettle Tree  
**Scientific name:** Celtis australis **Family:** Ulmaceae  
**Native To:** Southern Europe  
**Means of Introduction:** Ornamental. Edible seed  
**Current CA Distribution:** USDA zones 7-9  
**Status/Weed Rating:**  
Statewide impact: *not listed* (CAL-IPC) CDFA Noxious Weed List: *not listed* [CDFA Weeds 2010]

**What does it look like?**

**General:** Tree, can grow to 80' or more, trunk is light grey, smooth in texture in youth, can have rough or 'warty' texture. Overall silhouette is vase like and upright, tips of branches drooping. Moderate to fast growing.  
**Leaves:** Dark green above lighter gray green below. 2 to 5" long and half as wide. Alternate. Sharply toothed margins; Deciduous.  
**Flowers:** Not showy, green.  
**Fruit:** 1/2" oblong to rounded, green, singular, red to purple when ripe. Hard seed.

**Reproduction and Dispersal:** Birds and wildlife enjoy the fruit and disperse the seed over a wide area.

**Where is it found invading?** Found naturalized in only three counties in California. *Celtis sinensis*, is shown to be reproducing outside of cultivation in a variety of habitats throughout California and in the District of Columbia.

**Why worry?** This species enjoys the climate and longer growing season of the Chico area and has become a nuisance in riparian areas. Seedlings have been found up to 300 m away from adult plants. We are concerned that many of the conditions found in Bidwell Park are found throughout riparian areas in California potentially posing a threat to this very diverse ecosystem.

**How can it be managed?** As with most invasive tree species removal by hand is the most efficient, pulling young seedlings and removing larger trees with direct application of herbicide to the stump to prevent sucker growth.

**What is being done in Bidwell Park?** Volunteers remove Hackberry trees by manually excavating and removing trunks and root balls.

**Where do I go for more information?**  
USDA, NRCS. 2010. The PLANTS Database (<http://plants.usda.gov>, 2 December 2010). National Plant Data Center, Baton Rouge, LA 70874-4490 USA.

Image: Taxon name: *Celtis australis* - Family: Ulmaceae Otto Wilhelm Thomé: *Flora von Deutschland, Österreich und der Schweiz* (1885) -Permission granted to use under GFDL by Kurt Stueber. Source: [www.biolib.de](http://www.biolib.de)

Whittemore, Alan. 2008. Exotic Species of Celtis (Cannabaceae) in the Flora of North America. Journal of Botanical Research Institute of Texas.

